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ABSTRACT

This quarterly issue focuses on the role of New York state agency libraries in meeting the information needs of state officials and residents. The first four papers include "State Library Agencies: An Overview," based on a 1982 survey with 19 respondents (Lucille C. Whalen); "Extending the State Library's Information Services to State Government" (Jean Hargrave); "History of Information Sharing in New York Government" (Bettina H. Wolf); and "Development and Coordination of Library Services to State Government" (Peter J. Paulson et. al). Profiles of state agency libraries follow, including descriptions of the Department of Health Library (Thomas Flynn), the libraries of the Judicial Branch (Mary S. Burch), the Department of Commerce Library (John J. Kilrain), and the Department of Correctional Services libraries, particularly the Otisville Correctional Facility library (Donald A. Drewett). Robert Allen Carter and Jean Hargrave summarize the March 1982 Department of Social Services Library cost effectiveness study and Ruth Aronson describes the New York State Interagency Information Group (NYSIIG). Also presented are a list of important federal government documents covering New York state statistical subjects (Don Voorhees and David Parish), a preliminary list of oral history and other audiovisual local history resources in the state's public libraries (Joseph W. Palmer), and an assessment of the Higher Education Act (HEA) Title II funds awarded to New York's college and university libraries in 1982 (E. J. Josey). (ESR)

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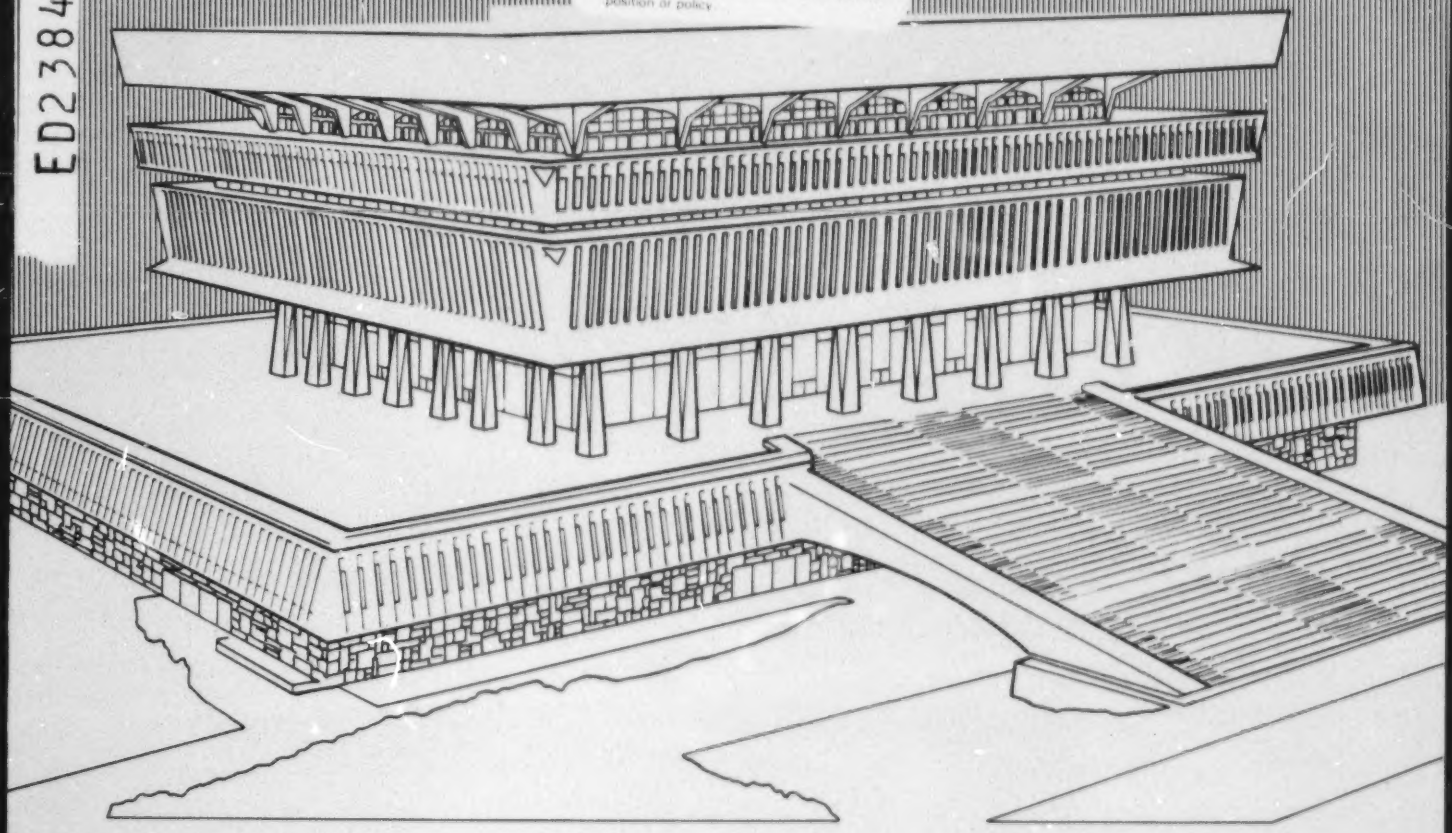

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Spring 1983

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VOLUME 41 - NUMBER III SPRING 1983

NEW YORK STATE AGENCY LIBRARIES

CONTENTS PAGE

IN PERSPECTIVE: STATE AGENCY LIBRARIES By E. J. Josey 130

STATE LIBRARY AGENCIES: AN OVERVIEW By Lucille Whalen 131

EXTENDING THE STATE LIBRARY'S INFORMATION SERVICES TO STATE GOVERNMENT By Jean Hargrave 136

HISTORY OF INFORMATION SHARING IN NEW YORK GOVERNMENT By Bettina H. Wolff 141

DEVELOPMENT AND COORDINATION OF LIBRARY SERVICES TO STATE GOVERNMENT By Peter J. Paulson, Roger C. Greer, Roger McDonough, and Barbara Minor 148

THE NEW YORK STATE DEPARTMENT OF HEALTH LIBRARY BUILDING UPON A SOLID FOUNDATION By Thomas Flynn 154

THE LIBRARIES OF THE JUDICIAL BRANCH By Mary S. Burch 157

NEW YORK STATE DEPARTMENT OF COMMERCE LIBRARY By John J. Kilrain 160

DEPARTMENT OF SOCIAL SERVICES LIBRARY COST-EFFECTIVENESS: SUMMARY OF A STUDY BY DARLENE ZELENKE By Robert Allan Carter and Jean Hargrave 162

LIBRARIANSHIP IN THE NEW YORK STATE DEPARTMENT OF CORRECTIONAL SERVICES FOR THE 1980's By Donald A Drewett 167

NEW YORK STATE INTERAGENCY INFORMATION GROUP: WHAT, WHO, WHY, AND HOW By Ruth Aronson 170

NEW YORK STATE IN DOCUMENTS By Don Voorhees and David Parish 173

ORAL HISTORY AND OTHER AUDIOVISUAL LOCAL HISTORY RESOURCES AND PROJECTS IN NEW YORK PUBLIC LIBRARIES: A PRELIMINARY LIST By Joseph W. Palmer 175

HEA TITLE II FUNDS AWARDED TO COLLEGE AND UNIVERSITY LIBRARIES IN 1982 By E.J. Josey 182

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IN PERSPECTIVE: STATE AGENCY LIBRARIES

The work of State government has grown more complex since World War II. The State Legislature, the Executive Department with many units including Commissions and Councils, and the Judiciary are involved in every facet of human endeavor and a wide variety of activities that require an enormous amount of information for support. With the ushering-in of the Post Industrial Society and the dawning of the Information Age, librarians in State agencies must be able to respond speedily and quickly to the information needs of legislators and their staffs and a variety of professionals and other workers in State government who are called upon to respond to the needs of the people of the State. Over the last quarter of a century, New York State agency libraries have developed to meet the library and information requirements of a highly trained staff, who must respond "to the needs of a population beset by accelerating technological, social, economic, cultural, and political change." This issue of The Bookmark focuses for the first time on the important role of our State agency libraries in meeting this challenge.

Lucille Whalen provides an overview of State library agencies from a survey, and she finds that "much needs to be done in the various agency libraries if they are to provide the kind of information service that is needed in state government today." Jean Hargrave indicates that "Service to State Agency libraries and other governmental information providers is an important component of the State Library's mission to help meet the information needs of State government in New York State." In her historical description of information sharing in the State, Bettina H. Wolff reveals that "the major effort to promote interagency data sharing in New York is usually identified as the Statewide Information System (SWIS)." Peter J. Paulson and his colleagues contend that the expanding role of state government in this Post Industrial era has made it "heavily information-dependent."

Turning to the profiles of five of the State agency libraries, Thomas Flynn describes the historical development of the Department of Health Library. More than 20 years ago, Flynn reveals, the Director of the Laboratories said that " 'the library has long been the intellectual center....' " Tracing early law libraries to Sampson Broughton, the Attorney General of New York from the period 1701 to 1705, Mary S. Burch narrates the history of the libraries of the Judicial Branch. We also find that the library of the New York State Department of Commerce aids in the strengthening of the economic health of the State, and it plays a key role in assisting the Department in reaching its economic goals as depicted by John J. Kilrain. Robert Allen Carter and Jean Hargrave summarize a very important study made of the Department of Social Services Library. There are 33 libraries in the Department of Correctional Services System, and Donald A. Drewett paints a portrait of the library at the Otisville Correctional Facility as being representative of library and information services in DOCS. Ruth Aronson describes NYSIIG, the New York State Interagency Information Group, which is dedicated to the exchange of information among State agencies.

Of special interest to the library community are the following three items. Don Voorhees and David Parish provide an invaluable list of important titles on New York State statistical subjects which recently appeared as documents. Joseph W. Palmer shares a preliminary list of oral history and other audiovisual local history resources in the public libraries of the State, and your editor gives his annual assessment of HEA Title II Funds received by college and university libraries.

E. J. Josey

STATE LIBRARY AGENCIES: AN OVERVIEW

By Lucille C. Whalen, Professor, School of Library & Information Science, SUNY Albany

In an attempt to bring the grades and salaries of New York State agency librarians up to a level more commensurate with the increased capabilities and knowledge their jobs demand, NYSIIG (The New York State Interagency Information Group) established a Committee to Upgrade the Status of State Agency Librarians. Although the Committee members spent many hours studying the complicated civil service structure of New York State and investigating similar classification systems throughout the country and in Canada, they found it impossible to fulfill their charge without more specific data on the staffing patterns of the State agency libraries. It was not clear to the Committee members, nor perhaps to anyone in State government, with any degree of accuracy, just how many agency libraries were in existence. It seemed likely that many of the agencies had only collections of unorganized materials with no specific person designated as librarian.

In order to better understand the basic problems regarding personnel in the agency libraries, it was decided to undertake a survey of all State agencies, whether departments, divisions, boards, commissions, or whatever that might have libraries. It was also decided that in order to make the survey on personnel more meaningful, information on the library and its services would be sought in addition. When the inevitable question of how this was to be accomplished by a small group of busy librarians came up, it was suggested by one of the Committee members, a faculty liaison member from the SUNYA School of Library and Information Science, that the students in the School might be able to help since several had already been involved in internships and independent studies related to state agencies. Although for various reasons the students did not become involved, it gave the impetus to the Committee to seek approval from the dean of the School and the director of the State Library for the sponsorship of the survey. This group, along with two other individuals representing the State Library and the Bureau of Regional Library Services, met to discuss the procedures for undertaking the survey. After several meetings, a questionnaire was prepared, based in large part on a similar one used by the Federal government. It was thought that making the format and definitions as close as possible to those used by the Federal government would facilitate the answering of the questions for those who would be responding to both state and Federal questionnaires. The questionnaire was circulated to NYSIIG and others in several drafts, each time attempting to incorporate the suggestions made, before it was prepared in final form.

Accompanied by a cover letter signed by the director of the State Library and the dean of the School of Library and Information Science, the questionnaires were sent to 56 agencies in August 1982. The agencies were asked to respond by September 1, 1982, but in spite of follow-up reminders and postponing the deadline, only 19 questionnaires were returned, and some of these were only partially answered. It was evident that even though there were detailed notes of explanation accompanying the questionnaire, some of the respondents did not understand the questions. The fact that only a third of the questionnaires were returned, and some of these included data that were obviously inaccurate because of misunderstandings, made any kind of a valid statistical analysis impossible.

This report is an attempt to present the data on the 19 state agency libraries which responded to the questionnaire. It should be kept in mind, however, that some respondents answered only a few of the questions, so totals for the responses are frequently less than 19.

The following are the areas covered by the 12 parts of the survey: I: Service Outlets; II: Staff; III: Expenditures; IV: Receipts; V: Collections; VI: Library Loan Transactions; VII: Photocopy Transactions; VIII: Reference and Directional Transactions; IX: Library Hours and Days Open; X: Physical Facilities; XI: Classification Systems; and XII: Participation in Networks. The respondents were asked to report data as of March 31, 1982. Responses relating to financial records were to be based on the fiscal year 1981-1982.

The introductory part of the survey provided information on the library (name and address), and the name, address, telephone

number, and civil service title and grade of the person responding to the questionnaire. These were the persons in charge of the library, as was evident from comparing these responses to those in Part II on the staff. Of the 19, there was a broad range of titles and grade levels - from a Grade 3 clerk to Grade 25 library director. Table 1 shows this diversity.

Table 1. Distribution of Respondents by Civil Service Title and Grade Level

Civil Service Title	Grade Level	Number
Library Director	25	1
Senior Librarian	18	5 *
Assistant Librarian	14	2
Program Manager	M-4	1
Executive Secretary	15	1
Principal Clerk	11	1
Historic Sites Assistant	8	1
Senior Typist	7	1
Senior Clerk	7	1
Stenographer	5	1
Senior Clerk	3	1
No title/grade		3
	Total	19

*One employee in this category was terminated since the survey, leaving no staff - clerical or professional - in the library.

Part I: Service Outlets provided information on the subject category of each library and the number of service outlets it had, if any. It also gave the name of the division, department, or agency of which the library was a part and whether it was open to the public. Table 2 shows the types of libraries represented by the respondents. Some checked more than one category.

Table 2. Types of Libraries Represented by the Respondents

Types of Libraries	Number of Respondents
Health Sciences	2
Engineering, Science, Transportation	3
Agriculture & Forestry	0
Commerce & Industry	1
Environment	1
Finance	1
Education	0
Social Services	0
Labor & Employments	3
Corrections	0
Law and Legislation	7
State and Local Government	6
Other	6
Cable Information	(1)
Biology & Chemistry	(1)
Mental Retardation and Developmental Disabilities	(1)
Traffic Safety	(1)
Historic Preservation Research	(1)
Police Science	(1)

Sixteen of the libraries had only a central library. Two had two branches (and one of these had two other service outlets, not considered branches), and one had one branch. With regard to access, only two indicated that they were open to the public. Eleven said they were open to the public with restrictions while six were closed to the public entirely.

Part II of the survey dealt with the library staff. For each staff member, information was sought on position, title, sex, civil service title, grade level, educational level, salary level, and whether full- or part-time. As was previously mentioned, those who filled out the questionnaire were the persons responsible for the library. Nine were one-person libraries; four had two persons on the staff; one, three persons; one, four persons; one, five persons; and one had ten on the staff. Of the nine one-person libraries only two had librarians - one at a senior librarian level, the other at the library assistant level. Those in charge of the library in the others held the following positions: Senior Typist, Senior Clerk, Administrative Officer, Historic Sites Assistant, Clerk, Program Officer, and volunteer. Grade levels correspondingly ranged from Grades 3 to 9 with educational levels ranging from high school or less to a Master's degree. Salary levels were generally consistent with grade levels. It should be noted that the respondents designated Executive Secretary (Grade 15) and Stenographer (Grade 5) did not respond to the section on staff.

Libraries having two persons on the staff showed the following patterns:

1.) Principal Clerk (Grade 11)/Clerk (Grade 3)

2.) Senior Librarian (Grade 18)/Senior File Clerk (Grade 11)

3.) Senior Librarian (Grade 18)/Stenographer (Grade 5)

4.) Librarian (Grade 18)/Library Clerk (No grade given)

In the case of library No. 1, the principal clerk had less than a bachelor's degree; the clerk had high school or less in education. In case No. 4, both positions were funded by outside money and therefore do not have State titles or grade levels, though the librarian did put down an 18 since his/her education and salary were approximately at the level of a Grade 18 librarian.

In the remaining four libraries, which had from 3 to 10 staff members, there were similar organizational arrangements of librarians and clerical staff. Although position titles varied considerably, most of the clerical positions which called for at least semiprofessional library work were at the levels of Principal Clerk (Grade 11), Senior Stenographer (Grade 9), and Senior Clerk (Grade 9).

Of the 19 libraries in the study, 9 were directed by nonlibrarians; of these, 6 were supervised by clerical staff holding titles from a Grade 3 clerk to a Grade 15 executive secretary. In the remaining 10 libraries under the supervision of a professional librarian, one person held the title of "Library Director"; five, "Senior Librarian"; two, "Assistant Librarian"; one, "Librarian" (unclassified); and one was a volunteer. All professional librarians were in Grades 14 to 25, with the highest educational level the same: a Master's degree in library/information science. Salary levels were consistent with grade levels - in the range from $16,000 to $30,999.

Clerical positions ranged from Grades 3 to 15, with educational backgrounds from high school or less to completion of a bachelor's degree. Again, salaries were commensurate with grade levels regardless of educational attainment. All but 6 of the 40 persons listed were full-time; of the six, some held full-time positions but spent only a few hours per week in the library.

If the 19 libraries are representative of all the State agency libraries, the picture of staffing is a rather dismal one except for a few. Considering the importance of up-to-date, accurate information to those in decision-making positions, it is difficult to understand why persons with no preparation in information resources management are placed in charge of so vital a unit in State government agencies.

Part III of the survey requested information regarding library expenditures under the categories of salaries and wages, supplies and materials, binding, photocopying, equipment, computer time, and others. The categories, "supplies and materials" and "library equipment," were subdivided into types of materials and equipment. Table 3 shows expenditures for 14 of the libraries in the study. Five did not respond to this set of questions.

Table 3. Library Expenditures by Categories of Expenses for Fiscal Year 1981-1982

Library	Salaries & Wages	Supplies & Materials	Binding	Photocopy	Library Equipment	Computer Time	Other	Total
1	(21500)	26670	0	0	200	0	0	48370
2	33000	16500			2400			51900
3	11893	(45)					(500)	(12438)
4	34000	568			100			34668
5	74318	4750		(1800)			(1750)	(82618)
6	5300	1183	6	99				6588
7	23500	12500			150			36150
8	19500	4418		300	2020			26238
9	54000	18900					3500	76400
10	(11000)	5381			4555			20936
11	3100	(5500)		(1000)				(9600)
12	41354	13374			120	2536	1281	58665
13	2000	(1375)		(110)	(50)		3000	(6535)
14	16400	4729	155	NA	871		160	22315
Totals	(350865)	(115893)	161	(3309)	(10466)	2536	(10191)	(493421)

NOTE: Figures in parentheses are estimates.

The table is perhaps misleading without the many notes accompanying the responses. Some of the respondents found the questions difficult because it was not possible to provide data in the way the categories were set up, and several did not have exact figures since their budgets were part of an overall departmental budget.

Part IV of the survey provided data on receipts. It showed that most funding (83.5 percent) came from State sources. Only 16.5 percent came from Federal sources, and no funds came from other sources. Only six libraries showed any sources of funding, but it is possible that where clerical staff had charge of the library, they were unaware of the sources from which they received funding.

Part V was concerned with the library collections. Respondents were asked to give the numbers for various categories of materials added during the fiscal year and for totals of the same categories at the end of the year. It was evident that, even though some figures were estimates, the state agency libraries together - and the figures were for only a third of the agencies - had a considerable amount of material: 135,536 books; 1,391 periodical titles; 56,621 government documents; and 2,112 microfiche. The only category that did not seem adequately represented was audiovisual materials, with a total of only 15 items. The category "Other" had 503 items, but it was difficult to ascertain its value since there was no indication of what the materials were. They possibly included a large number of technical reports which may be of interest only within the agency.

Part VI asked for data on library loan transactions both within the agency and with other libraries. Only 11 of the libraries responded to this section. Data showed that circulation figures ranged from 200 to 9,460 for library borrowing and 0 to 5,400 for interlibrary transactions. Of these, there were 7,805 (85 percent) items borrowed and 1,385 (15 percent) items lent. Only one library loaned more materials than it received.

In Part VII questions pertained to photocopying either for patrons or in lieu of interlibrary loans for a typical week. The data showed that for the 12 responding libraries the photocopying amounted to 15,595 pages for an average week. Photocopies of all materials lent to other libraries numbered 353 and of materials received numbered 843, the percentages being similar to those for interlibrary loan of material in hard copy: 70 percent and 30 percent. Again, only one library lent more copies than it received. More pertinent information might be the types of materials borrowed and whether a more effective acquisition policy would alleviate the necessity of borrowing so often.

An important aspect of the work of most state agency libraries is the answering of reference questions; unfortunately in some libraries a considerable amount of time is also spent in answering directional questions. In order to determine the extent to which time is spent on these two activities, respondents were asked to give the approximate number of reference questions and directional questions answered in a typical week. Responses are shown in Table 4.

Table 4. Numbers of Reference and Directional Questions Answered per Typical Week

Library	Reference Questions	Directional Questions
1	25	10
2	210	10
3	0	0
4	45	90
5	NR	NR
6	0	(10)
7	85	NR
8	17	2
9	30	75
10	½	½
11	3	10
12	20	30
13	44	207
14	(2)	(3)
15	49	28
16	0	0
17	NR	NR
18	(5)	(5)
19	30	20

It seems apparent that those libraries answering a considerable number of reference questions are those which have professional staff. One might raise a question about the libraries which typically answer twice as many directional questions as reference questions. It would seem that a rearrangement of furniture or better signs might alleviate a situation which appears to be a waste of staff time, particularly if the staff are professionals.

Somewhat related to the number of questions answered in a typical week is the number of hours and days that the library is open. Two respondents did not answer the questions, but of those who did, the range of hours open was from 37 to 55 hours per week,

with one stating the library was open 24 hours a day with professional staff there 50 hours per week. All were open during the five days of the business week.

Part X dealt with physical facilities. Questions included area of square feet, number of feet of shelving and numbers of seats available for users. Again, the data indicate wide ranges: library space in square feet ranged from 180 to 17,000; library shelving, in linear feet, from 6 to 10,000; and seating space from zero to 85, with one respondent estimating 100 -a figure that seems rather high in relation to the square feet of space.

In answering Part XI on classification schemes used, respondents were given the choices of Library of Congress, Dewey Decimal, or Other. Included under Other were "NYS Library," "Improvised," "My Own," and "Special numerical sequence." One added that the Library of Congress system was "in progress," while another stated that the Dewey Decimal system had just been initiated.

The final question sought information on participation in cooperative arrangements and/or networks, with each being defined rather precisely. Of the 16 who responded to the question, seven did not participate in any cooperative arrangements or networks. Of the nine who did participate, the following were the cooperative arrangements or networks they designated:

NYSIIG	2
CDLC (Capital District Library Council)	5
OCLC (Online Computer Library Center)	1
NYSILL (NY State Interlibrary Loan)	2
NY State Library	1
South Central Resources Library System	1
Other Agencies	3
Audit and Control	1
Commerce Department	1
Department of State	1

This list would seem to indicate that the definitions were either not read or not fully understood by all. NYSIIG, for example, is an information group which cooperates in some areas but does not attempt any formal sharing of resources.

In summary, the study does not give even a near-complete picture of the New York State agency libraries. Only about a third of the libraries responded and the information given for these was not always complete or accurate. Unfortunately, some of the larger and better supported libraries were among those which did not respond. The study does show, however, that in most cases much needs to be done in the various agency libraries if they are to provide the kind of information service that is needed in state government today. One of the basic problems is in the personnel area. If the libraries were staffed by competent librarians, knowledgeable in the subject area and capable of using and promoting the new technologies so essential to today's library, agency administrators and staffs would realize that they are able to do their jobs much more easily and efficiently. This is not to say that the professional librarians in the agency libraries today are not capable. Undoubtedly, if they were given adequate staff and funding, they would be able to perform at a more efficient level. The second basic problem lies with the

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"much needs to be done (if agency libraries) are to provide the service . . . needed. . . ."

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administrative officers at higher levels who, faced with continuing budget cuts, often make the library the place to begin cutting. Never having seen the library as an essential part of the operation because it has never been funded to the extent that it can be, the administrator considers it somewhat of a luxury that must go in times of hardship. If administrators could be made aware of the long-range cost-effectiveness of an efficiently managed library, it would be the last area to to considered for cutting back. If these two areas - personnel and financial support - could be strengthened over a period of time and not just in spurts as has been true in the past, the results of a future study similar to this one would be quite different. Over the long haul a great deal of money could be saved, and government workers, particularly those in professional and technical positions, would be able to perform at much more efficient levels and find their jobs more satisfying.

EXTENDING THE STATE LIBRARY'S INFORMATION SERVICES TO STATE GOVERNMENT

By Jean Hargrave,
Senior Librarian,
New York State Library

Service to State Agency libraries and other governmental information providers is an important component of the State Library's mission to help meet the information needs of State government in New York State. Established in 1818 as a "public library for the use of the Government and the people of the state," the State Library has served State government from its very inception. Since the Library's early history, however, both State government and information resources have proliferated. The increasingly complex and diverse interests of State government have made providing the information needed by this constituency progressively challenging. Recognizing this, a special unit which acts as liaison for the State Library to State agency libraries and other governmental users and develops and maintains programs to meet their information needs was established within the State Library in 1977.

MEETING THE INFORMATION NEEDS OF STATE GOVERNMENT

The major impetus for establishing the Legislative and Governmental Services unit came from a 1975 study which was funded by a Council on Library Resources grant. The Library's pending move to the Cultural Education Center in the Empire State Plaza offered an unprecedented opportunity for reorganization. Therefore, a thorough study intended to identify what services would most successfully meet the information needs of State government was undertaken. The study included a survey of activities in other States, a study of State agency libraries in New York State, an assessment of State agency information needs, and an evaluation of extant programs and services of the State Library.

In response to the survey done in 1975, 23 agencies reported the existence of libraries of varying size.[1] (Although a current survey has identified over 100 information resources in State government,[2] only about 23 bona fide libraries are currently in existence.) The majority of the 23 respondents had less than 2,000 volumes in their collections. The three agencies reporting the largest collections accounted for 56 percent of the total volumes reported. It was apparent from the survey that fewer than 5 agencies had significant resources and services; approximately 6 other agencies had moderate resources; and the remaining 12 libraries had very limited resources in terms of collections, budgets, and space.

The report resulting from this survey, Meeting the Needs of State Government in New York, found the very existence of these libraries to be significant. Data which was collected demonstrated that even the most poorly supported library provided its agency with a valued service. It was concluded that State Library planning for improved services should be undertaken in close cooperation with the State agency libraries. The report also identified an opportunity for State Library leadership, support, and encouragement with regard to State agency libraries.

Responding to specific questions about possible State Library activities which might be useful, the State agency libraries enthusiastically endorsed the following: distribution of lists of major new State Library acquisitions; research and bibliographic publications; regular meetings of the State agency library and research communities with key State Library staff; faster access to interlibrary loan; and the establishement of a State agency unit organized to act as an ombudsman for State agency libraries. There was less enthusiasm at the time for other proposals such as a program of coordinated acquisitions between the State Library and agency libraries and shared cataloging done for State agency libraries at the State Library. An analysis of the responses suggested that the agency libraries were reluctant to become involved in any formal agreement that would make them dependent upon the State Library, especially in the areas of cataloging and processing. (A survey conducted in 1983 indicated a significant change in attitude among State agency librarians regarding shared cataloging and processing of materials for them at the State Library. This reversal in attitude may be attri-

buted to a closer working relationship with the State Library at this time than existed at the time of the 1975 survey and a greater appreciation of the cost benefits of automated cataloging.)

"This unit . . . planning for State Library automation and . . . (NYSILL) network."

A major finding of the study was that the State Library was "the largest and most significant array of information resources within State government" with a strong collection in excess of four million items, access to computerized data bases and a large skilled staff (209 positions including 80 professional positions). It was strongly recommended, however, that the State Library should take a more dynamic approach toward offering information services to State government. The "outreach" programs and networking which had become common practice in public libraries should be initiated in the area of information service to State government. Other specific recommendations were the establishment of an interagency committee to assist the State Library in planning and networking, establishment of on-site service points in State agencies, and continuing efforts to define the information needs of State agencies.

ADMINISTRATIVE REORGANIZATION

As a direct result of the study and the State Library's commitment to offering improved services for governmental decision making, the Legislative and Governmental Services unit of the Library was established in 1977. Just prior to the establishment of this unit, a major reorganization of the State Library was implemented to insure the most effective and efficient use of staff in the Library's new quarters. The basic tenets behind the reorganization were that computer technology and the move to the Cultural Education Center made new service and operational patterns possible and that the use of knowledge had become increasingly interdisciplinary.[3]

Public services units, previously consisting of seven sections which were administered as special libraries, were combined into four broad subject areas: Law/Social Sciences; Science/Health Sciences/Technology; Humanities; Manuscripts and Special Collections.

The technical processing section, renamed Collection Acquisition and Processing, was reorganized into three types-of-material processing units which combined the acquisition and processing functions for monographs, for serials, and for government documents. The Gift and Exchange Unit which issues bibliographies, catalogs, and indexes of New York State documents and operates the Library's document depository and exchange programs was integrated with Collection Acquisitions and Processing. A new unit, Collection Management/Network Services, was created to take responsibility for all functions related to maintenance of the collection and delivery of services from it including shelving and retrieval, circulation, copying, and preservation. This unit also was assigned the important responsibility of planning for State Library automation and operation of the New York State Interlibrary Loan (NYSILL) network.

OMBUDSMAN FUNCTION

Charged to serve as an ombudsman for State agencies and the Legislature in their use of the State Library, the principal librarian for Legislative and Governmental Services and her staff work with the entire State Library to improve services to State government. Since the interests of State government range from biotechnical industries to the impact of cultural institutions on the quality of life, it is not surprising that each area of Reference Services spends a significant amount of time responding to questions and requests from governmental users. Drawing on a strong research collection which covers a wide range of subjects with particular strengths in law, medicine, science and technology, education, economics, public administration, government documents, and New York State and American history, the Reference Services staff answered 86,971 reference and research questions from staff of State agencies and the Legislature in 1982.

In addition to Reference Services, other units of the Library provide services which are essential to governmental users. The information needs of this constituency is a focus of the Library's collection development and acquisition policy. Special copying and loan priviledges and extended to them and 4,251 data base searches were done for this clientele in 1982. Interlibrary

loans are secured when material which is needed is not the State Library's collection. Reports issued by State government are retained permanently by the State Library and circulated to onsite borrowers and through interlibrary loan. The State Library will also distribute New York State documents through its depository system, thus insuring State agencies and the Legislature that their message will be available to citizens of the State both today and in the future.

"Legislative representatives can often anticipate areas of future concern . . ."

LIAISON WITH STATE AGENCIES AND THE LEGISLATURE

The Legislative and Governmental Services unit works closely with State agency libraries and an advisory group from the Legislature to develop and maintain specialized and enhanced services such as publications, seminars, satellite service points, and special orientation to the Library for State government personnel. It functions as a mediator to relate agency information needs to the wealth of resources and services available from the State Library. Maintaining liaison between the State Library and the State agency libraries allows for receipt of information about State government information needs and helps State agency libraries use the State Library most effectively. From their vantage points as the focus of information services within their agencies, State agency libraries are able to inform the State Library regarding services and programs which would be useful to personnel in their agencies. The New York State Interagency Information Group (NYSIIG) is the formal mechanism through which State agency librarians and other NYSIIG members advise the State Library. NYSIIG is an organization composed of librarians, researchers, and others interested in improving the exchange of information between and among the various entities of State government. The principal librarian for Legislative and Governmental Services is responsible for State Library coordination with the Group and is a permanent member of the NYSIIG Executive Board. The Group elects its own chairman and vice chairman/chairman-elect each June. Staff from Legislative and Governmental Services serve as secretariat for the group, providing support services and a place to meet.

In addition to its role as a catalyst for information sharing, NYSIIG provides a forum for continuing education in areas of interest to members. Recent programs have focused on the use of microcomputers in special libraries and insights from an information broker on how to package and market information for a target clientele. Training in the use of the State Library's services and opportunities for input regarding State Library policy are often part of NYSIIG programs.

Liaison with the legislature is achieved through bimonthly meetings of the Legislative Services Advisory Group (LSAG). The Group is composed of representatives of the legislative leaders, the Legislative Library, the Senate and Assembly Research Services, the state librarian, the director of the State Library and the principal librarian for Legislative and Governmental Services. Formation of this Group was first proposed in December 1975 by the commissioner of education in a letter to legislative leaders and the first meeting took place early in 1976. The Group provides guidance for the State Library in improving its information services to the Legislature and insures that the information services provided by the State Library and sources within the Legislature are coordinated. Meetings focus on the resolution of service problems and the identification of information needs. Legislative representatives can often anticipate areas of future concern to the Legislature and their suggestions enable the State Library to prepare publications and schedule seminars which are extremely timely. A current project is the joint publication of a poster which will identify for legislators and legislative staff the information services and resources available to them from the State Library, the Legislative Library, and the Senate and Assembly research services.

EXTENDING STATE LIBRARY SERVICES

All of the State agency libraries, especially the largest of them, are heavy users of interlibrary loan services available from the State Library including loans negotiated for them from other libraries. Although all staff of State agencies and the Legislature are eligible to borrow directly from the State Library, a sizeable portion of the loan transactions for State governmental personnel is channeled through agency libraries. "Infoline" is a special phone service available only to State agency libraries, the Legislative Library, and legislative research

units. This dedicated line is intended to provide immediate service for requests for specific materials. A recent attempt to evaluate this service indicates that 85 percent of the requested material was provided by the designated deadline which was often measured in minutes or hours.

Tours of the State Library are scheduled regularly to inform State agency librarians and the staff of State agencies and the Legislature about the Library's resources and services. Lasting approximately two-and-one-half hours, these small group orientations include demonstrations of data base searching from the more than 100 data bases searched at the Library, expert instruction in the use of the Library's online and fiche catalogs, and an explanation of reference tools in areas of special interest to State Government. Customized tours for small groups interested in specialized materials and services may also be arranged. A recent evaluation of this service indicated that State agency staff who participated in the orientations learned about information resources and services which were directly useful in their work and that this experience helped them to use the State Library more effectively and with a greater degree of independence. Because participants reported to others in their organizations on what they learned and shared materials which were distributed to them, information extended in the 187 orientations which took place from 1978 through 1982 reached far beyond the 1,850 participants.

"A series of seminars . . . highlight important sources of information. . . ."

A series of seminars, designed to help State agency librarians and the staff of State agencies and the Legislature with their research needs, highlight important sources of information available in State agencies in the form of expertise, data, or print materials. Recently held seminars dealt with the budget process in New York State, and the Federal Register system. Video tapes of these programs are subsequently shown at the State Library and made available for reproduction or loan.

To extend access to important materials in the State Library's collection and avoid duplicative efforts on the part of researchers, reference librarians and data base searchers, the State Library publishes several bibliographical series. Legislative Trends is an annotated listing of new acquisitions in areas of high interest to State agencies and the Legislature. Published monthly those months during which the Legislature convenes and bimonthly otherwise, this publication includes a cumulative annual index. Topics are short annotated lists on subjects of current high interest such as "High Technology" and "Prison Overcrowding." The Bibliography series provides a larger selection of materials on a subject; and the Source series provides a comprehensive treatment of a subject in each issue including explanatory introductory material, an exhaustive bibliography, citations to relevant court decisions, and references to sources of information other than library materials. Subjects which have been treated as Sources are: legislative intent in New York State, the definition of death, and rent control. Spotlights are basic guides to research in specific areas of general interest to State government.

Two satellite service points have been established to extend services to staff of State government located at a distance from the State Library. The Library's State Office Campus Service Point provides improved service to the staff of nine State agencies who work in the State Office Campus, a complex located about five miles from the State Library. Established in November 1982 in the Department of Labor's library, this Service Point features a full set of the State Library's fiche catalog and guides to the use of services and collections of the State Library. Daily delivery service provides fast and easy access to State Library materials for staff who work at the State Office Campus.

The Legislative Service Point which was established in 1980 in the Legislative Office Building is located at the opposite end of the Empire State Plaza from the State Library. The Service Point is staffed four hours a day when the Legislature is in session and two hours a day otherwise by a professional librarian from the State Library's Legislative and Governmental Services unit. Featuring the State Library's fiche and online catalogs and a small core collection of reference books and newspapers, the Service Point provides a valuable link for the State Library with legislative staff and State agency librarians and staff in proximate locations. Direct delivery service to the Service Point and to State agency librarians and offices in the area of the Empire State Plaza makes the

State Library a viable source of information for a constituency whose needs are often urgent.

FUTURE DIRECTIONS

The State Library looks forward to continued close relationships and cooperative ventures with State agency libraries and the research community and legislative information providers. Arrangements are being made to extend access to the Library's online catalog, soon to be enhanced by subject access, to a number of State agency libraries and the Legislative library. A study which is currently under way will assess the costs and feasibility of implementing a shared cataloging and processing service for State agency libraries at the State Library. In addition, a manual, which will explain State Library services of special interest to State agency librarians and outline the procedures which should be followed to make optimum use of those services, is being prepared. Whatever directions the State Library's services to State government may take, it seems certain that the relationship between the New York State Library and State agency libraries will continue to be characterized by mutual respect and cooperation.

"Two satellite service points . . . extend services . . . at a distance. . . ."

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HISTORY OF INFORMATION SHARING IN NEW YORK GOVERNMENT*

By Bettina H. Wolff, former Associate Librarian, New York State Library

One of the most significant developments during the 1960's and early 1970's was the growth of state governments throughout the country. In New York State, for example, the number of State employees grew from 90,000 in 1959 to 185,000 in 1973. The number of agencies, the scope of their activities, and the complementary or even overlapping responsibilities all led to a need for improved communication and coordination. This article discusses attempts at information sharing in New York State government since the introduction and widespread use of the computer. New York entered the computer realm in the late 1950's when 31 electrical accounting machines were installed. Among the early agencies to employ computers were the Division of Employment and the Departments of Public Works, Audit and Control, and Taxation and Finance.[1] In fiscal year 1961/62, State government expenditures were $1,032,828 for eight computers at seven computer centers.[2]

During the early 1960's steps were taken toward planning and coordinating data processing in State government. The Division of the Budget (DOB) assisted State agencies with development, design, and installation of information processing systems, and a central computing office was established by the State Office of General Services in 1964.

STATEWIDE INFORMATION SYSTEM: SWIS

By the middle 1960's enough data had been accumulated in computers to spark interest in the possibility of data sharing. The major effort to promote interagency data sharing in New York is usually identified as the Statewide Information System (SWIS).[3]

*This article is derived from the author's doctoral dissertation in public administration. The study explored factors promoting and creating barriers to development of a public information resource through State agency data sharing. The chapter summarized here surveyed the history of State agency data and information sharing and was based on interviews with selected individuals involved in that experience.

SWIS started in 1967 and was reinforced by a widespread, national interest in planning manifest in the availability of major Federal grants for planning and in the Program, Planning, and Budget (PPB) movement spawned by McNamara and President Johnson at the Federal government level. In New York, Governor Rockefeller (1959-1973) was a great enthusiast of planning for economic growth, and under his influence planning became a priority State activity centered in the Office of Planning Coordination (OPC).

Several factors in the State agency environment contributed to the emergence of SWIS. A number of functional planning groups had been established in the late 1960's: the State Health Planning Commission, the State Crime Control Planning Board, and the State Manpower Resources Committee. The Office of Planning Coordination and these planning groups were looking for a wide range of information, which was frequently believed to be available in the agencies themselves. Experience at the national level and in other states as reflected in public administration literature and in professional exchange forums looked promising. Practitioners recently educated in schools for public administration and those in touch with the most current developments were greatly excited by the potential of a statewide information system. The computer technology of the time favored large, centralized, computer-based information systems, which were being promoted in technical literature and by sales personnel.

The specific impetus for SWIS came from the simultaneous requests from three State agencies - the Office of Planning Coordination, the Department of Commerce, and the Office of Local Government - for funds to gather and maintain information; the three projects seemed to Budget authorities to be duplicative. The concept of SWIS was developed in the Division of the Budget; it was implemented with the aid of the Office of Planning Coordination and planning groups serving one or another of the 10 major State functions: transportation, education, social services, health, environment, recreation, criminal justice, economic development, general government, and public safety.

DOB had responsibility to review all agency requests for funds including those for computers. Its EDP unit reviewed the need for hardware; its Statistical Coordination Unit reviewed the kind of information wanted. The Statistical Coordination Unit had been established by Rockefeller's Director of the Budget, T. Norman Hurd, to review requests for expanded research projects or capabilities and to answer such questions as what data or information would be acquired and processed, whether it was available elsewhere, and what would be done with it.[4] The unit sought to assure that State agencies were collecting data in as comparable a way as possible. In this context the Division of the Budget maintained an overview of the State's information needs and tried to promote central use of computers. It sought to develop a comprehensive base of statewide information for statewide use.

Essentially SWIS was a grand scheme to link together functional data and achieve a better planning base. The basic concept was that there should be a way to share information between agencies without infringing on agency autonomy. Information should be gathered and maintained in separate agencies in compatible formats so it could be put together rationally as needed for current and developing needs.

SWIS GOALS AND OBJECTIVES

SWIS had two major goals. One was to develop a comprehensive data base to aid in planning. This was the focus of OPC and the planners in the group. The second goal, represented by the Budget representation on the committee, was to explore the dimensions of the need for interagency data sharing and to attempt to facilitate the meeting of identified need(s).

The SWIS Steering Committee sought to achieve some highly ambitious objectives. A mimeographed document dated February 29, 1968, entitled Statewide Information System -Introduction, Goals, Scope, Methods, sets forth its program thusly.

> The objective of this committee is to insure maximum compatibility among the State's statistical data processors and statistial data users. The Steering Committee believes that the best method for achieving that objective is to promote data systems cooperation under the guidance of the Committee without imposing a strict organization and procedural discipline on all the State's data systems. In this arrangement, the Committee will review data system plans with the responsible agencies and recommend action to the Directors of the Budget and the Office of Planning Coordination relative to their respective responsibilities for fiscal planning and long-term program planning coordination. The Steering Committee will augment existent review services for the directors by focusing on interagency data supply and demand.
>
> ...The goals of the Steering Committee are to develop information exchanges that will:
>
> 1) eliminate duplication of data development among agencies;
>
> 2) improve the monitoring of State progress which may help to insure that program objectives are being met;
>
> 3) improve the predictive capability of State and local planning functions, and
>
> 4) widen the information base for Planning, Programming Budgeting System decision making.
>
> ...The scope of Statewide Information System review envisioned by the Steering Comittee covers:
>
> 1) the kind of information to be included...
>
> 2) the sources from which these data will be derived...
>
> 3) the form or organization of the data in the system...
>
> The system will be primarily concerned with information which will be useful to

" . . . improving the development of separate State information systems. . . . "

more than one agency. And since the uses of the System are statistical and not intelligence in nature, the data wil generally be maintained in aggregate form to be organized and summarized by governmental jurisdiction.

...The general responsibilities of the Committee in the development of the system include:

1) coordination of information systems development

2) stimulation in improving statistics and in data gathering and handling techniques in order to make available more comprehensive, refined and timely data

3) recommendations to the appropriate state authorities of the specific steps that should be taken in the incremental development of the system.

...The Steering Committee, as should be evident from the foregoing, is not planning a monolithic data bank where all information from all State agencies will be stored in a central location. Rather it has the more realistic goal of coordinating and improving the development of separate State information systems and (or while) creating the facility for interchange of information among such systems and adding to the State's data base from previously untapped sources.[5]

"A major effort . . . to implement uniform data processing practices. . . ."

SWIS ACTIVITIES

The ongoing activities of SWIS consisted of identifying agency data which would be most useful in meeting planning demand, in identifying performance indicators, and in identifying in each department administrative processes related to generating, indexing, and distributing data.[6]

A major effort was made to implement uniform data processing practices among agencies. The first output of SWIS was a standardized coding scheme for data. Many agencies needed information about municipalities and some had developed their own codes. Variant agency codes represent a tremendous stumbling block to data sharing. SWIS promoted municipality codes based on a hierarchical code developed by the Board of Equalization and Assessment that took into consideration incorporated villages, towns, and cities as components of a county. The code permitted both aggregation of town and city data to the county level, disregarding village data, and disaggregation from the county level to minor units. The municipality codes were made available in a manual for future use, and agencies which could were urged ("cajoled") to convert. A simple program was provided to convert an agency code to the uniform SWIS code.

A major SWIS contribution consisted of identifying interagency benefits that went beyond the direct need of the individual State agencies. Most agencies recognized the future potential and mutual benefit of uniform coding. The Division of the Budget facilitated coordination by arranging to loan programmers and to make computer capacity available to agencies to standardize coding and to carry out other data activities. SWIS municipality codes are still in use by the Department of Audit and Control,[7] and SWIS demonstrated that, while it was a monumental task, it was not impossible to provide standardized coding.

In addition to achieving standardized coding, SWIS demonstrated that it was feasible to bring State agencies together to discuss and work out interagency data problems, it established a process for the inventory of health professionals in New York needed by the Health Planning Committee using State Education Department data, and it influenced Civil Service to develop differential specifications for data-related employment. It also developed criteria to maintain security of confidential data and provided early interagency guidelines on privacy.[8]

THE DEMISE OF SWIS

In 1970, OPC published a document entitled Planning for Development: Trends to 2020 which provided projections based on a uniform set of data (including some unrealistic suppositions about that data such as unimpeded future population growth throughout the State).

Planning for Development set out a strategy to allow the State to direct investments to targeted areas based on State level planning and objectives.[9] A study document recommending legislation to authorize State zoning followed.[10] Persons interviewed identified this challenge to local autonomy and local political decision-making as the downfall of the planning era in New York. "Local government people got upset; OPC no longer existed," as one respondent put it.

Effective April 1, 1971, under Chapter 75 of the Laws of 1971, the Office of Planning Coordination was replaced by the Office of Planning Services (OPS). OPS, with substantially reduced staff and budget, had responsibility to provide staff services, including receipt and disbursal of Federal funds, for the State Health Planning Commission, the State Social Development Planning Commission, the State Crime Control Planning Board, and the State Manpower Resources Commission.[11] Allocations for staffs of commissions were abolished and their functions were assigned to OPS which also served as the State's liaison with the Federal Model Cities Program. The Hudson River Valley Commission and the St. Lawrence-Eastern Ontario Commissions were also folded in. Responsibility for serving as liaison to Local Government and for Appalachian Region planning was retained in the Office for Planning Services.

As noted, SWIS was associated with planning, and when the State's planning structure toppled, SWIS was also eliminated. The straw that broke the planning effort was political, but the reality was more complex. SWIS was an attempt to accumulate and make available data for rational decision making. To quote one participant, "Thinking that allocation of resources can be made rationally is naive. New York has a strong home rule tradition which means a lot of competing powers who are not about to give up to the bureaucratic rational approach. They won't tie themselves to the future, to rational planning. The planning mechanism runs counter to the way decisions are made."[12]

OTHER INFORMATION SHARING PROGRAMS

An important source of New York State agency data which developed at the same time as SWIS was the Statistical Yearbook, first issued in 1967 by the Office of Statistical Coordination. The preface to the first edition stated that the Statistical Yearbook was:

> created to satisfy the growing need of legislators, administrators, researchers, planners, teachers, and the host of organizations and individuals who are interested in the principal trends and relationships in State activities.[13]

Much data that was not published elsewhere was included. To facilitate regional analysis, statistics were "presented by county, the basic geographical unit, and for the most recent year available." Time series for the State were provided, where available.

The last issue of the Statistical Yearbook to be published by the Division was the ninth edition (1979-80). Effective with the tenth edition, which is scheduled for publication in late fall of 1983, the New York State Statistical Yearbook will be issued by the Nelson A. Rockefeller Institute of Government in cooperation with the Division of the Budget.

"An important source of New York State data . . . was the Statistical Yearbook. . . ."

Another vehicle for sharing of information was the Interdepartmental Committee on Research (ICR), for which the Office of Statistical Coordination served as secretariat. The first issue of the Committee's Newsletter reflects the mutual concerns of these two entities:

> The Interdepartmental Committee on Research (ICR) and the Office of Statistical Coordination (OSC) share a number of institutional concerns including a strong interest in improving agency access to current information affecting research and statistics activities in State government. The complexities of social issues and public programs, and perhaps their interagency and intergovernmental features in particular make the timely and systematic exchange of information indispensable to effective research and decision-making in the public sector. While much of this exchange should and does take place on a bilateral basis, much also needs to be carried out in a more comprehensive, systematic and organized manner.[14]

The Newsletter hoped to contribute to this exchange. ICR, which consisted of heads of

research units in the State, had been established to promote recruitment of qualified research personnel to the State and to establish professional standards, and its members may well have been more interested in these objectives than in the exchange of information. When budget cuts diminished the hiring of research staff and the Statistical Coordination Unit ceased to function as secretariat in 1976, the Committee ceased to meet.

POST SWIS: THE NEW YORK STATE INTERAGENCY INFORMATION GROUP (NYSIIG)

Since the termination of SWIS, there have been other attempts to promote State agency information and data sharing or access to State agency information. One of these is the New York State Interagency Information Group (NYSIIG).

NYSIIG grew out of a workshop held in May 1975 by the State Education Department to review research findings of a State Library survey of information needs and resources in New York State government. The survey resulted in increased emphasis on service to State agencies by the State Library. A group of

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"Another vehicle for sharing of information was . . . ICR. . . ."

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interested attenders formed NYSIIG to facilitate such objectives as: 1) forming a broader association of libraries and research people, 2) creating an awareness of agency publications, 3) uncovering areas of overlapping interest, 4) creating a mechanism for pooling and exchanging information. This group has continued to function although its present membership is made up almost exclusively of State Library and State agency librarians. Objectives continue to be to identify data and information resources in State agencies which can meet the information needs of agency personnel and other users of the State's libraries. For more information about NYSIIG, see "New York State Interagency Information Group: What, Who, Why, and How" by Ruth Aronson in this journal issue.

SUMMARY

This paper has concerned itself with major projects for the coordination of information in New York State government. The brief overview presented is sufficient to derive a few generalizations that seem to apply to data sharing in this State.

There are two general categories of State personnel who have been interested in promoting interagency data sharing. One is high level leadership such as the governor, the budget director, and commissioners when the process fits into a broad statewide program or policy objective or framework, e.g., the SWIS experiment to support comprehensive policy planning and PPB.

A second category of State personnel who have maintained a much more consistent interest in interagency data sharing have been those whose routine activities require finding and using data or information: particularly research staff and librarians. Both groups are responsible for responding to requests for information which cannot be completely anticipated ahead of time. Research staff is usually responsible for putting together responses to questions referred from higher in the organization or outside the organization, librarians usually seek information sources which will provide the data needed for the inquirer to put together his or her own report or response to a question.

The focus of the first group, as expressed in SWIS, was to accumulate data centrally so that it would be available for coordinating, planning, and forecasting in order to achieve broad statewide goals. The focus in the second group is to know where and what kinds of information exist that might be useful in meeting someone's request tomorrow. Typically, the first group does not have to deal with problems related to long searches for information and possible lack of access when it is found. They ask for the information or data they want and someone else struggles with the process of acquiring it. The second group is either involved routinely in this information development activity or is in daily contact with those inside and out of the agency who need data and don't know how or where to find it. Formal information and data sharing mechanisms, therefore, can be expected to seem more important to these professionals than to management.

The major New York State experience with agency data sharing is associated with SWIS and with the national trend toward planning in the

late 1960's and early 1970's. Efforts were made to provide an inventory or master index of the kinds of data bases available in State agencies, to consolidate data installations, and to promote exchange through computer interface. The Division for the Budget played a key role in promoting the effort; DOB emphasized guidance in the development of appropriate agency data programs rather than an effort to assume central control.

The SWIS Steering Committee sought to share essential information among agencies, to gather and maintain data within separate agencies in compatible formats so that it could be put together rationally, and to avoid duplicative agency gathering and compilation of data. The effort had the support of the Division of the Budget which meant it was tied into the application of financial resources, a major factor promoting success in public agencies. It involved top level managers, another factor generally considered conducive to success.

" . . . New York has adopted . . . specific systems for specific purposes "

Problems included the lack of information technology suitable to the task,[15] the failure to demonstrate compelling need by agencies for shared data, the association of data sharing with comprehensive planning, and the incompatibility of political decision making with rational decision making related to comprehensive planning.

The SWIS experience, which dominates the background of New York State agency information sharing, can be characterized as an effort that suffered from being premature. State personnel in key positions were sufficiently knowledgable to recognize the potential that information technology offered to store and make available key data to a wide range of agency users for multiple purposes. Unfortunately the technology available at the time was inadequate to the task envisioned, and the staff implementing it had to accumulate, through experience, basic knowledge about what would work and what wouldn't.

THE FUTURE

As New York and other states struggle to deal with shrinking resources, a declining tax base, and other challenges of the times, the desirability of cooperation among State agencies seems greater than ever. Recent activities like the revival of the New York State Statistical Yearbook, the creation of a socioeconomic data base by the New York State Department of Commerce, and the joint meetings of NYSIIG and other groups, all demonstrate that the sharing of information is perceived by many State agency professionals to be a major component in this cooperation by many State agency professionals. It is not clear, however, that the importance of interagency information sharing mechanisms and avenues translates into clear cut political and agency management priorities. Information workers in State agencies, agency librarians, and interdepartmental groups continue to have important roles to play highlighting the importance of and promoting data and information sharing in New York State.

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3 Some of those interviewed identified the acronym as standing for "Statewide Information Steering Committee." In its 1968 report entitled Statewide Information System—Introduction, Scope, Goals, Methods," the acronym is not used; in fact, on p. 3 it refers to S.I.S., but the organization is identified as the Statewide Information System Steering Committee.

4 This interpretation of the role of the Statistical Coordination Unit was expressed by one individual interviewed and questioned by another in reading the chapter as a validity check. T. Norman Hurd read sections in which intent or function was ascribed to him and saw no distortion of fact.

5 New York (State), Statewide Information System Steering Committee, Statewide Information System—Introduction, Goals, Scope, Methods, (hereafter cited as N.Y., SWIS, Statewide Information System). pp.1-6.

6 N.Y., SWIS, Statewide Information Systems, p.2.

7 This was true at the time of the study, 1982; however major revisions were underway in the State auditing process which might have affected coding.

8 Different persons interviewed had different impressions of what SWIS accomplished and the degree to which it was a failure. This list of accomplishments is from Cynthia Wilson, Assoc. Budget Examiner, Research and Federal Relations Unit, Division of the Budget.

9 New York (State), Office of Planning Coordination, Planning for Development: Trends to 2020, p.41 and chapter following.

10 New York (State), Office of Planning Coordination, Legal Section, New York State Planning Law Revision Study: Study Document No. 4, Study Summary and Legislative Proposals, usually referred to as Study Document No. 4.

11 A New York Times article of April 2, 1971 stated the consolidated OPS had a budget of $2.7 million cut from a previous $5.7 million for the constituent agencies.

12 From interview with Donald Croteau, Director of Operations, Department of State.

13 From a letter, 1/20/77, Theresa M. Speciale, former editor, Statistical Yearbook, to Kathryn Jackson, Senior Librarian, Department of State, relative to history of State interagency data sharing.

14 New York (State), Interdepartmental Research Committee, Newsletter, v.1, 1 (1975), p.1.

15 The state of information technology appears to have been either responsible for or to have had a strong influence on what emerged as the most appropriate way to construct information systems. The availability of extremely expensive large single frame computing centers reinforced the factors promoting centralized structure and decision making in organizations, influencing the focus of government applications and their expression in public administration literature in the 1960's. Although SWIS reflected a desire to promote state agency-centered information systems and to link this data for central use, the technology available at the time was not suitable to the task.

NEW PUBLICATION ON ARCHIVAL AND HISTORICAL RECORDS

The New York State Archives and the New York State Historical Records Advisory Board have begun a newsletter entitled, "For the Record." Serving as the archives program for all three branches of State government and directing the records disposition program for local governments throughout the State as well as advising on sound administration of official records, the State Archives considers this newsletter as an experimental communications channel with local officials, educators, researchers, and archivists. It is available free of charge to State agencies, local governments, and historical records and research programs including public and college libraries.

The Archives and Advisory Board welcome suggestions on how the Newsletter may improve everyone's fuller appreciation of a strong archives and records program. Questions and information may be addressed to The New York State Archives, State Education Department, 10A46, Cultural Education Center, Albany, NY 12230 (518) 474-1195. The next issue of this quarterly is expected in mid-September.

DEVELOPMENT AND COORDINATION OF LIBRARY SERVICES TO STATE GOVERNMENT*

By Peter J. Paulson, Roger C. Greer, Roger McDonough and Barbara Minor

In recent years the size, complexity, pervasiveness and burgeoning growth of the federal government have made it a prime focus of the nation's news media, and it consequently has captured the attention of the general public. A similar expansion has occurred at the level of state government, but without as much commentary or analysis by the press. One author refers to the "surprising discovery that the largest growth sector in the 1960s and 1970s is not national defense, automobile manufacturing, or even the federal government" but is instead state and local government.[2] When the broadened scope of responsibilities, services and agency functions are considered, the changing nature and importance of state government is even more impressive.

Like the federal government, state governments have responded to the needs of a population beset by accelerating technological, social, economic, cultural, and political change. Thus there are state agencies, commissions, committees, bureaus, councils, and departments whose responsibilities and concerns range from atomic energy to drug addiction treatment, and from medical care to the aged to the development of the arts. This expanding scope of interests has meant that the business of state government, in all its facets, requires an expanding variety of information sources and services. Like the rest of society in this postindustrial era, state government has become heavily information-dependent.

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How have state libraries responded to the burgeoning information needs of state government? Almost every state library gives some kind of information service to other agencies of state government[3] and, indeed, many have been doing so since the early days of the Republic. The fifth chapter of Standards for Library Functions at the State Level makes clear the state library's responsibility to provide quality services to other agencies of state government.[4] The ways in which state libraries fulfill this responsibility, the variety of services offered, the intensity of effort, and the degree of coordination with other agencies varies widely among the fifty states.

As early as 1966, Phillip Monypenny noted a variety of provisions to supply service to legislative, executive and judicial branches of state government, with varying degrees of coordination between law libraries, historical societies, archives, departmental libraries, and general state library agencies.[5] Some indication of the variety of such services offered by state library agencies may be gained from the 1977 Simpson survey,[6] where state library agencies listed the following: library services to state government, consultant services to state agency libraries, research library for state agencies, special collection for state agencies, cooperation with agency and departmental libraries, reference services to state agencies and officials, centralized purchasing for agency libraries, centralized processing for agency libraries, audiovisual production and direction for state agencies, legislative reference library, reference services to legislature, special administrative and legislative library, legislative research, computerized online bill status, state law library as part of state library, current awareness services, depository for state publications, depository for historical records, distribution of state publications, index of state publications, published checklist of state documents, records management service for state government, consultant services to state institutions, and library services to state institutions. State library collections range in size from the

Illinois and California, to the more typical 100,000-200,000 volume collections held by many states. A few state libraries, such as Maryland's, do not maintain collections, but provide reference service by other means.

In addition to the services and collections of the state library itself, agency or departmental libraries exist in many states. Although reliable and up-to-date data on these are difficult to obtain, a U.S. Office of Education (USOE) survey conducted in late 1977 of special libraries serving state government will provide such data when compiled and published. It is known, however, that the number of such libraries varies from state to state (New York has nearly fifty, Texas twenty-three, New Jersey thirteen). Similarly, the collection size, budget and number and level of staffing will vary widely from state to state, from major and sizeable libraries (most typically court or law libraries) to office collections with part-time or no library staff.

The literature on the activities of state library agencies during the past fifteen years has clearly dealt more with statewide library development and extension services than with other functions. A similar bias was observed by Ralph Blasingame in a survey of library studies conducted between 1965 and 1969 based on an ERIC bibliography. He reported that only seven of the eighty-nine studies listed were concerned with services to state institutions (none specifically with services to state government), while two-thirds were studies of public libraries.[7] A reading of the literature indicates that information services to state government have not been the leading edge of "state library" program development during this period.

This emphasis on statewide library programs is not surprising in view of the passage of the Library Services Act of 1956, and the attendant influx of federal funds to support this type of development. Forced to respond to pressure from the field and anxious to seize the opportunity to effectuate long-sought improvements in statewide planning and library system development, many state libraries clearly have not given the same attention to the development of information services to state government. Regulations of the federal Library Services and Construction Act specifically prohibited use of federal funds for service to state government.

Several states, however, have commissioned studies during this period designed to improve information service to state government. Studies in South Dakota, Ohio, Indiana and New York do indicate a growing concern and offer recommendations for implementation of programs in this area. Michael Jackley, in a 1965 analysis of the functions of the South Dakota Library Commission, opted for greater centralization. His recommendations take the form of central purchasing of library materials, with those appropriate to departmental libraries being placed on permanent loan with the departmental library as a branch of the central agency. Better access to materials held by archives, history and law would be promoted by close coordination with these agencies and the central library. He sugested that those agencies of state government whose major function is research, such as the Legislative research Council, should be housed with the state library on the Capitol grounds.[8]

Blasingame, in a 1968 study for Ohio, advocated that the Information Resources and Services Division of the state library become a governmental service unit with three new staff positions. Each of these new staff members would work with a specific group of logically chosen state agencies in order to become knowledgeable about the concerns and problems of these groups. This would enable the state library to provide strong leadership in planning the development of information services in state agencies, and provide individual advice and assistance to those agencies with their own libraries. Duplication of effort and materials would be avoided, and maximum exploitation of existing resources insured.[9]

Recommendations by Genevieve Casey were made in 1970 in a study for the Indiana State Library. Detailed recommendations for the coordination of services to the legislature and to state agencies include: consultant services to agencies desiring aid in cataloging and classifying materials; better circulation procedures; the provision of more sophisticated bibliographical services; centralized purchasing and processing; periodical printouts and centralized records in the state library of the holdings of agencies; some form of current awareness service, with staff members working with administrators and librarians in the agencies assessing information needs and helping to establish acquisition policies; the use of existing TWX facilities by state employees; contracting for access to the collection and services of the Indiana University Medical Library for all state employees, especially those in the fields of health and environment; and the evaluation of the state library collection in terms of state government. To provide guidance in establishing

priorities for comprehensive information services, a council of persons responsible for department libraries and staff libraries in institutions would meet regularly with state library staff to discuss common problems and concerns. Work with large state agencies might be organized with small advisory councils within the agencies to work directly with the staff member from the state library responsible for that agency. Financial arrangements could take the form of either increased budget for the state library to support additional services to agencies, or an interaccounting mechanism between the library agency and departments receiving special services. The state library would require additional funds in any case, primarily for new staff to implement these activities, but also for materials and equipment.[10]

In 1974, the New York State Library undertook a major review of information services to state government in other states.[11] To obtain up-to-date information on existing patterns of service from the other forty-nine state library agencies, a brief but pointed questionnaire was developed and distributed in autumn 1974. A summary of responses to this questionnaire is given in Table 1. Followup visits were made to Texas, North Carolina and Ohio in this study, and additional data were gathered from Washington State. These visits provided information on both innovative programs and the varying approaches to state agency services taken in each of the states.

TABLE 1. Survey of State Library Services to State Government Agencies

Services	Number of States
Cooperative Relationships (maintain or administer other libraries)	9
Acquisitions & Technical Processing:	
a) Coordinate purchases	14
b) Centralize cataloging	16
c) Maintain union lists	21
General Information & Reference Service:	
a) Current awareness	36
b) Subject bibliographies	34
c) "Spot research"	44
Automation:	
a) Available to state agencies	20
b) Technical services	12
c) Information retrieval	16
Training:	
a) Orientation & indoctrination	25
b) On-site "in-service"	26
Innovative Programs	10

Source: Greer, Roger C., and Paulson, Peter J., eds. Meeting the Information Needs of State Government in New York: A Survey and Report. Albany, N.Y., State University of New York, 1977, p.15.

The Texas State Library, employing a former public library consultant, has emphasized cooperative activities with other state agency libraries in Austin, resulting in the development of a lively organization called State Agency Libraries of Texas (SALT). SALT publishes a newsletter, holds regular meetings and workshops, and has developed a number of cooperative projects, including a union list of serials and a Texas state documents project.

Building on the recommendations of the Blasingame report summarized above, the Ohio State Library has expanded its services in recent years through an aggressive campaign to create awareness. According to Richard Fisher, Acting Head, Information and Reference Division:

> Active marketing of the information provision capabilities of the State Library of Ohio is emphasized — through "sales calls," by presentations before department groups, through orientation and familiarization classes and tours, with follow-through in the form of individualized current awareness services which provide an ordering tool to the recipient. In the last year, more than a third of the circulation to state government personnel can be traced to the stimulus provided by the direct mail current awareness program. An important positive aspect is the system for delivery to the requestor whether he is remotely sited or contiguous to the library.[12]

Like Texas and Ohio, the North Carolina State Library created a special unit to provide service to state agencies, entitled the "Library Services to State Agencies Branch." The program differs from Texas's and Ohio's reference-centered operations in that a considerable portion of the unit's thrust is in the area of technical services. In 1973-74, this unit provided cataloging, consultative and other support services to fourteen agency libraries, including the large Public Health Service library, the Department of Public Instruction, and newly organized libraries in the Labor and State Personnel departments. In the latter instance, the state library provided the necessary in-service training to assist the agency in starting the new library and the department provided staff, furnishings, shelving and a card catalog.[13]

Central to an understanding of the Washington State arrangement is the fact that the state librarian is a cabinet officer reporting directly to the governor, and the state library is responsible for all library services for state government (except law), no matter where the facility served is located. Maryan Reynolds, former Washington State Librarian, described the program in refreshingly nonbureaucratic language:

> Some departments want us to operate fully and where they can generate federal funds for the service we enter in to a "contract".... We pay no attention to the actual dollars so generated but render the service as needed. In some instances the department prefers to have the library staff on its payroll....All materials are purchased and processed by us so that our catalog reflects the total information resource. The staffs are given orientation here so they realize we are back-up to their limited collection. The collections are weeded frequently and materials returned here for final decision as to retention.
>
> Some offices around the state have small collections but we encourage the employees to use their local public library and to call us directly. In addition to subscribing to key professional publications, we Xerox tables of contents and route them around. People write their names by the article desired and we send a Xerox copy which they can keep or throw away.
>
> It is a very wide ranging, flexible and effective program.[14]

Special consultative services are also available to state agencies by contract and have resulted in a comprehensive bibliography on disasters in Washington State for the Department of Emergency Services, and a combined subject index for environmental impact statements for the Department of Ecology.

The New York State Library, building on an 86-year history of special services to the legislature, established a Legislative and Governmental Services unit in 1977, directed by a member of the top-level administration. This unit will promote library services to state agencies aggressively, provide special research and bibliographic support, and conduct orientation and other programs for legislative and agency staff. Publications currently issued by the unit include Legislative Trends (an annotated list of state library acquisitions on topics of interest to the legislature), Spotlight (guides to basic resources in selected subject fields), Topics on Tap (short bibliographies on topics of current interest), and comprehensive literature searches on requested subjects. Resources offered include free search services on twenty-six computerized data banks.

Despite the considerable variety of state library programs described above, certain general norms or patterns emerge which suggest the following elements as essential in developing an effective program of state library services to state agencies.

1. Attitude. An aggressive, outreach approach is needed, based on a commitment to service and a wide-ranging, well-defined program to meet the needs of state agencies, officials and employees.

2. Organization. The state library should serve as the hub or center of library activity for state government and should create a special office or unit which will provide leadership, coordination and the necessary monitoring of the program. At the least, it should assign one or more staff members to carry out this outreach program on a continuing and preferably full-time basis. Staff should be carefully chosen for many of the same qualities which characterize successful field consultants, as well as for their perception of reference and bibliographic needs, and of the operation and structure of state government.

3. Agency Involvement. As many agencies as possible should be involved, not only in the planning of service patterns, but in their refinement and evaluation as well. Even if the cooperating agency has no library per se, it should assign someone to work with the state library coordinator.

4. Shared Activities/Shared Financing. Services which are beyond the capability of the individual cooperating agency should be explored carefully and implemented as practicable, including centralized ordering and processing of library materials, union lists and other methods of biblio-

graphic control, central computerized data banks with terminal access as required, cooperative storage and materials retirement plans, etc. Shared financing on some unit cost basis, by means of contractual or other arrangements, is desirable and tends to stimulate mutual involvement, respect and commitment, and provides a basis for evaluating cost-effectiveness.

5. Visibility, Direct Contact with Administration. In order to gain the support of the administration and the legislature, the state library and its program of service to state government needs visibility, a voice and some degree of clout. This may be achieved organizationally, with cabinet rank for the state librarian or with strong advisory groups who can make their voices heard by the power structure. It may likewise be achieved personally, through the visibility and personal dynamics of the chief state library officer and the program specialists; and functionally, through the provision of services of demonstrable value and reliable quality. All these avenues may be necessary and should be bulwarked with an effective public relations program including publicity, orientation workshops and appropriate accountability through regular reports.

The data assembled in this article indicate that state library agencies generally accept information service to state government as a primary responsibility. Although this function does not appear to have been the "leading edge" of state library program development in recent years, there is evidence of increased interest and innovative activity in a number of states. As state government expands its interests, as legislative, judicial and executive agencies become increasingly information dependent, and as the relationship of information availability to cost-effectiveness and productivity becomes clearer, it may be expected that information service to state government will become an increasingly critical area of state library agency activity.

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12 Interview between Roger McDonough and Richard Fisher, at Ohio State Library, Jan. 23, 1975.

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14 Maryan Reynolds to John Humphrey. Personal communication, Dec. 26, 1974.

LIBRARY OF CONGRESS OPTICAL DISK PROJECT

Recent information about the optical disk technology experiment at LC was given in the Library of Congress Information Bulletin for April 4, 1983. First used in the Cataloging Distribution Service, the system of data storage in digital form on optical disks developed jointly by LC and Xerox Corp. was perceived to have wider applicability, and a five-year preservation plan was developed. In response to the Library's Request for Information in 1981, manufacturers verified that the technology was adequate for a practical experiment in the preservation and service of library materials.

A 1982 Request for Proposal led to two contracts. Teknekron Controls, Inc. contracted to supply the Library with an experimental optical digital system and Sony Video Communications Products Co. to supply an experimental analog video disk system. The Library then established project teams within the management matrix to plan and execute the experiments. Joseph W. Price, chief of the Science and Technology Division, was named director of projects.

Two years ago, the Congressional Research Service experimented with digitizing images of documents, mainly articles offered in its Selective Dissemination of Information service for Congress. CRS kept the administration apprised of the results of that project and is a participant in the present digital experiment which is being conducted by Teknekron, the company that conducted CRS's earlier experiments.

In the spring of 1982, the Library established the Think Tank on Optical Disk Technology, which was chaired by Fred E. Croxton, director of the Automated Systems Office. The think tank has issued a summary report as well as special reports on user needs, bibliographic access, and copyright issues. The reports offer advice on the long-range impact of the new technology and how to cope with it.

The Copyright Office has also been exploring the technology with a view to creation of a paperless Copyright Office. For this reason and because of the necessity for the Library of Congress to adhere scrupulously to the requirements of the copyright law, Copyright Office staff is participating in every aspect of the project. There have been some public informational meetings and the LC Information Bulletin will contain updates detailing developments in the project as they happen.

Inquiries regarding the project should be routed through Robert G. Zich, Office of Planning and Development. Press inquiries should be referred to the Information Office of the Library of Congress.

THE NEW YORK STATE DEPARTMENT OF HEALTH LIBRARY: BUILDING UPON A SOLID FOUNDATION

By Thomas Flynn,
Library Director,
Center for Laboratories and Research,
State Department of Health

> That there may be a steady improvement in the quality of the work, a small collection of standard reference books and some scientific journals have been brought together which form the nucleus of what we hope will be a specialized library for the use of the staff.

This modest statement by Dr. Augustus B. Wadsworth announcing the creation of a staff library appeared in the First Annual Report of the Division of Laboratories and Research, New York State Department of Health. It recognized the need to establish a library to support the research of the scientific staff.

To understand the Department of Health Library, one should first be acquainted with the evolution of the Department's Division of Laboratories and Research as well as the mission and programs of the laboratories as they exist today.

HISTORICAL BACKGROUND

Dr. Augustus B. Wadsworth, its first director, established the Division in 1914 as a successor to the New York State Hygienic Laboratory on the mandate of the Commissioner of Health, Dr. Hermann Biggs. It soon became an internationally recognized public health laboratory. Dr. Wadsworth's book, Standard Methods of the Division of Laboratories and Research, first published in 1927, became the bible upon which local, state, and foreign health departments around the world established their laboratories. Under his leadership, the staff conducted pioneering research in the areas of infectious disease control, innovative uses of tissue culture, and fractionation of pneumoccal polysaccharides, a valuable immunogenic source for investigators around the world. The Division quickly outgrew its first location on Yates Street in Albany and, in 1919, moved to the new building on New Scotland Avenue where some units of the laboratories still remain.

The origins of the library are rooted in the history of the laboratories. It was emphasized from the beginning that the library would be the core of the developing institution. The first three librarians, Mary Williams (1916-1929), Muriel Almon (1930-1935), and Anna M. Sexton (1936-1963), were selected from the "scientific secretarial staff. This was one of Dr. Wadsworth's administrative devices whereby principal secretaries were recruited, from women with an interest and training in science,

> ***" . . . the library would be the core of the developing institution."***

to coordinate the activities of the research staff."[2] These women were not only responsible for the library, but other related areas as well. In 1927, the librarian directed the "Research, Publications and Library Department," which, in 1944, became the "Library, Publications and Museums Department." It was not until 1962 that the library divested itself of these other functions and became a separate entity.

Throughout these early years, the library's growth reflected the development of the Division itself. Ms. Sexton deserves much of the credit for the sound footing upon which the library stands today. Through her foresight and dedication, Dr. Wadsworth's proposal for a specialized staff library became a reality. That this early idea had become a reality is acknowledged in the remarks of Dr. Victor Tompkins, the third Director of the Laboratories, made in 1962 shortly before Miss Sexton's retirement:

> This Division is literally a group of laboratories clustered around a reference library early developed and continuously

> refined for its needs. The library has long been the intellectual center and in some ways a symbol of the collective aspirations of the staff.[3]

After her retirement in 1962, Ms. Sexton compiled a history of the Laboratories entitled: A Chronicle of the Division of Laboratories and Research, New York State Department of Health: The First Fifty Years, 1914-1964, from which much of the historical material for this paper was gathered.

Prior to 1964 all sections of the Health Department, except the Division Research Laboratories, were located on Holland Avenue and served by the "Department Library." In 1964 a decision was made to unite the two collections by transferring the Holland Avenue collection, which was essentially Department publications, to the Laboratories library. Under the leadership of Dagmar Michalova, the collections were consolidated and the library assumed the responsibility for providing service to the entire Albany-based Department of Health staff.

In the mid-1960's, plans were begun to fulfill Governor Rockefeller's dream of relocating the scattered operations of State government to one central location on 90 acres southeast of the Capital - now commonly known as the Empire State Plaza. Although the time table for completion was repeatedly revised, D-day for the library came in February 1977. Moving the collection of approximately 50,000 volumes (plus over 100 cartons of journals and books stored since the merger of the two libraries) classified by a system based on the physical layout of the old library, while continuing to provide basic services, was no easy matter. It took a considerable amount of planning and effort on the part of all library staff to complete the move and integrate the collections. The library now occupies two floors within the renamed Center for Laboratories and Research of the Department of Health. Located at the base of the Tower Building, it is still surrounded by the laboratories that are acknowledged as some of the most modern and well-equipped in the country.

Although challenged by the public health problems of the 1970's and 1980's, the commitment to the original goals established by Dr. Wadsworth remains. Health Department Commissioner Dr. David Axelrod, himself a former Director of Laboratories, recently said:

> The policy of those who guide the Center is to provide research scientists with an atmosphere that is intellectually stimulating, administratively stable and responsive to individual needs. The overall environment is one which permits basic research to be carried on in harmony with the Center's clinical and laboratory support services.[4]

To this end, the library's role has been channeled to meet the informational demands of all department staff by having a readily accessible and up-to-date research collection.

With a current staff of 10, including 5 professional librarians, the Department of Health library is unique among agency libraries in terms of administrative and staff support. Their substantial backing is directly reflected in the size of the collection and services offered. The library is considered part of the Administrative Services unit under the Office of the Director of the Laboratories. Like many New York State agency libraries, one unit of the agency assumes responsibility for the library, perhaps in recognition of its greater need for information.

The library also plays a vital role in supporting the educational needs of the staff, a crucial task in itself. As Dr. David Carpenter, current Center Director, says:

> Education is an integral and important activity within the Center. It includes education of our own staff through internal means, education of personnel in those laboratories which are licensed and regulated by the Center, and education of local and state health officials in matters of laboratory public health. Education is a necessity for the maintenance of the professional competence of our staff and is a principal mechanism for the dissemination of new information relevant to public health.[5]

MATERIALS, COLLECTIONS, AND POLICIES

The research library has approximately 50,000 volumes with approximately 900 current journal titles. In a biomedical library such as ours, currency is of prime importance with strong emphasis on making information available to the scientists as soon as possible. Although use of the library is limited to Department of Health employees, special arrangements are often made for those who need direct access to the collection. In addition to extensive holdings of Department publications, the library has solid

collections in infectious diseases, virology, public health, and mycology. Historical materials relating to the discovery of nystatin and Coxsackie virus are also available.

New library technology was introduced in 1978 with OCLC - first through a cooperative cataloging program with the Medical Library Center of New York, then in-house with the acquisition of our own OCLC terminal in 1981. Changeover to the Library of Congress classification system was initiated that same year, replacing the local classification scheme. A long-term classification project is now underway. This transition will eventually unify the open collection for easier user access and permit wider use of national, standardized bibliographic records. "Easy access" is extremely important because the reference desk is only staffed from 8 to 5 p.m., Monday through Friday. The library, however, is always open to the research staff - nights, weekends, etc., and they are on their own during these times.

Computerized literature searches were made available to the staff in the mid-1970's, first through the New York State Library Data Base Services Unit, then in-house since 1980. The Library has access to the files of Bibliographic Retrieval Services (BRS), National Library of Medicine (NLM), and Chemical Abstracts Services (CAS). As the number of computer searches has grown (nearly 800 in 1982), there has been a corresponding increase in interlibrary loan activity because no research library in the 1980's can be totally self-sufficient. Approxmiately 4,800 items were borrowed on interlibrary loan in 1982. The Department Library relies heavily on the extensive holdings of the New York State Library with about 40 percent of all interlibrary loan requests being filled by them. However, a substantial amount of material has to be borrowed either locally through the Capital District Library Council, or through one of the regional networks.

In addition to the main library at the Empire State Plaza, two branch libraries are maintained under the direction of Miss Michalova, one on the old library premises at New Scotland Avenue and the other at the Griffin Laboratory (the Veterinary Science Laboratory) in Guilderland.

To counteract an expanding base of scientific literature, deterioriation of purchasing power, and shrinking budgets, all libraries are exploring the possibilities of a variety of cooperative programs. The close proximity of the New York State Library suggests a selective sharing of the resources of both might be a practical and feasible solution to some of our common problems. At present, we purchase several of the New York State Library catalogs on microfiche and these are heavily used by the entire Health Department staff. Access to the complete State Library online catalog (CMS System) via one of our in-house terminals is now possible. Rather than investing time and money in the development of our own online catalog, in the future our catalog records could be added to their CMS System. In the more distant future, the staffs at all three Health Department library locations may be able to search, request, and retrieve materials from both libraries via the computer terminal.

While realizing the importance of continuing cooperative programs and sharing of resources, we also recognize that the library's first responsibility will continue to be to support the goals and research efforts of the New York State Health Departments, and to enhance and build upon the foundation laid by Dr. Wadsworth and Ms. Sexton.

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THE LIBRARIES OF THE JUDICIAL BRANCH

By Mary S. Burch,
Chief Law Librarian,
Office of Court Administration

The United States Supreme Court decision in Faretta v. California, 422 U.S. 806 (1975) established legal self-representation as a constitutionally guaranteed right in both state and Federal cases. Today there is a greater need to make legal reference material available to the pro se litigant. As more do-it-yourself kits for handling certain types of legal matters such as dissolutions of marriage and bankruptcy appear on the market, the trend of self-representation will continue and increase.

In another United States Supreme Court decision (Bounds v. Smith, 403 U.S. 817 [1977]), state prison inmates successfully maintained a Federal civil rights action claiming that their constitutional right of access to the courts was denied by the state's failure to provide adequate prison law libraries.

As may be discerned from the foregoing, we have come a long way from the days when legal reference material was only available to the lawyer and the judge. The first law libraries in America were the private law collections of the men who practiced law in the Colonies and even prominent judges' and lawyers' libraries contained only about 10 to 20 volumes. Importance was not on the library itself but on what it symbolized, and the number of volumes was an indication of the wealth of the practitioner.

In Colonial times, Americans depended upon English law books which were brought to this country by the lawyers. Most commonly used books were Coke's and Blackstone's works which were published in England in 1765. The first editions of these works published in America were dated 1771-1772. Chitty's Pleadings were second to Blackstone in popularity and were used in the American lawyer's library.

Lawyers' estates in Virginia mention law book collections in 1648, 1697, and 1699; but New York State records indicate that the earliest lawyer's library there belonged to Sampson Broughton, Attorney General of New York from 1701 to 1705. Broughton was the librarian of the Middle Temple in London before coming to America.

In 1802, a group of Philadelphia lawyers formed a law library company and established the first known American law library of this type which was operated by law students who left the library after completion of their legal education. The library company began hiring librarians to tend and develop the collections in 1876 paying them the standard salary of $100 per year. Historically speaking, the American law library has been so closely affiliated with the profession it serves that it was guarded and isolated from many practical library techniques.

Today, as opposed to the 17th, 18th, and 19th Centuries, we are known as an extremely complicated society. Needs and requirements of both attorneys and judges have expanded astronomically. As our body of laws grows more voluminous and complex; as the legal system takes on new regulatory tasks in social welfare, racial integration, energy conservation, and other new areas; the work of the judiciary takes on wider significance. Because of this, the sophistication of law libraries has become a requisite.

The Supreme Court Libraries were originally established under the Education Laws of 1909 and 1910. In addition to the Supreme Court Libraries, there were county law libraries under the control of the individual county and placed in the courthouse of the county seat. The libraries have grown autonomously over the years — many of them without professional guidance. The libraries of the judges in each county consisted of a collection of titles identical to those in the established court libraries. Some of the county and Supreme Court libraries were actually founded on donations from retired judges or from the families of deceased judges.

By reason of Chapter 966 of 1976 and the Constitutional Amendments to Section 28 of Article 6 which took effect in the years 1977 and 1978, the Office of Court Administration acquired the full responsibility for the court libraries and the personnel. Prior to this, the Supreme Court Libraries were supported by funding from the State and county budgets, but their personnel were usually hired and paid by the counties.

Today there are 62 Supreme and County Court libraries, all under the auspices of the Office of Court Adminstration.

PERSONNEL

The personnel structure has undergone some changes as a result of Civil Service examinations. A review of job titles led to a reclassification whereby five distinct titles were to be used in the law libraries. A training and education examination was given for the professional titles, Law Librarian, Senior Law Librarian, and Principal Law Librarian; and a regular Civil Service clerk exam was given for the titles, Law Library Clerk and Senior Law Library Clerk. Although these five titles have been adopted, it is not unusual to find a person in the library entitled, "Typist" or "Court Clerk" or to find a library operated by a part-time person who only comes into the library to file the supplements. One of the objectives of the Unified Court Library System is to place well qualified people in responsible positions so that the services rendered by these libraries will meet the highest standards of excellence.

"Importance was . . . on what (the lawyer's library) symbolized. . . ."

The really efficient and well-trained person can and does save time and money for the judiciary through the ability to locate a citation or reference, suggest sources of information, verify and translate citations, interpret abbreviations, Shepardize citations, assemble materials for specific projects, prepare bibliographies, explain the use of legal materials in the library, arrange for the borrowing of materials on interlibrary loans, and possess judgment in anticipating the research needs of the patrons. It is important to be able to analyze legal materials as well as many important nonlegal reference sources such as business, medicine, history, the social sciences, economics, and new technology which might very well be an important aspect in the solution of a legal problem. Law librarians can skillfully use indices, conversion tables, tables of cases, digests, encyclopedias, citations, and other reference tools. In order to perform these functions, an education in legal research is necessary, and, in order to make these materials accessible, a library school education is necessary. A few of the library schools are now offering a Master's in Law Librarianship degree which resolves both of these educational problems.

COLLECTION

Size is not the important factor, but great emphasis is place on being able to provide the patron with the necessary information immediately and on knowing that the collection includes both the current and anticipated needs of the user. Law library collections consist of statutes, regulations, case reports, legislative documents, medico-legal books, legal history, and treatises covering specific subjects of law. Libraries vary in collection size from 12,000 to 250,000. The total figure of volume count is not representative of the number of titles because many of the larger collections include duplicate sets of the statutes and court reports and some of the more widely used treatises.

In some cases, it appears that the libraries were given space in courthouses if there was any room left over after other government departments had chosen. As a result of this and the tremendous increase in cases and laws, most of the court libraries are out of space. Microform and cassette recordings are used to alleviate this problem. It is possible to purchase earlier editions of case reports and session laws in microform. Cassette recordings by experts in a particular field of law have been used to replace treatises which use shelf space. The growth of any collection is partially due to the fact that the libraries must receive more Federal material in order to accommodate the legislation affecting more facets of American society. One example of this is in the field of civil rights. More judges and attorneys are referring to the United States Supreme Court briefs and transcripts and to State appellate briefs and records. Although this material is available in microform, the earlier bound volumes still consume hundreds of feet of shelf space.

Computer technology has influenced libraries as well as businesses. The strength of the computer lies in its ability to store huge amounts of data and retrieve it electronically at high speed. Due to the explosion of written words in the law, manual legal research has become difficult and very time consuming. In computer assisted legal research (CALR), the computer stores data relative to cases, statutes, and other material, and through the use of certain words,

the researcher is able to retrieve in seconds relevant material pertinent to the search. Although the court libraries do not have CALR available to them at this time, a pilot project is underway in order to ascertain the value of this to the courts. Many of the larger law firms have this service and, in all likelihood, we will see terminals in major court libraries providing access to this type of data base.

BUDGETS

Each library submits a request for an appropriation to the Office of Court Administration. These requests are reviewed by the Budget Office and consolidated into a budgeted library program and then submitted to the Legislature. Due to the increase in publishers' costs and the fact that the libraries pay additional shipping and/or handling charges, the library costs have increased, but the appropriations have not been sufficiently increased. Therefore, it has become necessary for all of the libraries to cut back on subscriptions and to weed where necessary.

INTERLIBRARY LOAN

Full utilization of all resources has become vital to the operation of the libraries in order to provide the best service to the patrons. Not only is there an exchange among the other court libraries, but more extensive use is made of the material at the State Library and the law schools. Upon completion of the automated union catalog, the libraries will more readily obtain additional sources for exchange thereby reducing the duplicity of some of the material in the court libraries.

USE OF THE LIBRARIES

With a few exceptions, the court libraries are available to the public. It is estimated that attorneys comprise 85 percent of the public using the court library; other categories of users and their estimated percentages are: law school students - 6 percent; college students - 4 percent; high school students - 3 percent; and general public - 2 percent. Library hours are usually 9 a.m. to 5 p.m., but access is available in the evenings and on weekends to judges and attorneys in many of the libraries. Although these hours are not staffed, the judiciary and attorneys are able to perform research without the additional assistance which is required of staff by lay persons. Some libraries have an identification card system for entry and others have distributed keys for nonstaffed hours. The removal of books is based on the honor system.

SUMMARY

The court libraries are now in a progressive transitional state in order to effect a Unified Court Library System which will provide greater cooperation among the libraries and provide better service to the courts and the public. Objectives have been set in regard to personnel, collection development, and automation of library records. This is only the beginning. We can expect to see many more innovations which will make the libraries of the judicial branch more efficient and better able to serve the courts and the public and actively participate in the exchange of information among all libraries throughout New York State.

NEW YORK STATE HISTORY PUBLICATION

Research and Publications in New York State History is an annual bibliography of new research and writing on the history of New York State compiled by the Division of Historical and Anthropological Services of the New York State Museum and published by the State Education Department. Previous editions of Research and Publications in New York State History are distributed free-of-charge to public, college, and university libraries, to historical agencies and research centers, and to academic and officially appointed local historians. Copies are also sold through the Gifts and Exchange section of the New York State Library. Research and Publications in New York State History - 1981 has recently become available for distribution.

The 1982 edition of Research and Publications is currently in preparation and will include information on all aspects of historical inquiry concerning New York colony and State. The success of this project depends on the cooperation of authors, compilers, editors, teachers, and other scholars of the history of New York submitting information for inclusion. Anyone who has had a New York history-related project either published or in progress during 1982 is urged to send information to the journal.

Please send all correspondence to Research and Publications, 3095 Cultural Education Center, Albany, NY 12230 (518) 474-6917.

NEW YORK STATE DEPARTMENT OF COMMERCE LIBRARY

By John J. Kilrain,
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New York State Department of Commerce

The New York State Department of Commerce Library is a special library whose function is to acquire, store, and make available the information necessary for the Department to achieve its economic development goals. The collection is organized and made available for the Department staff, other State agencies, and the business and academic communities.

The Library began shortly after the Department of Commerce was formed in 1944 out of the commerce division of the Executive Department. While there is no specific provision in Commerce Law for a Department library, there are several sections under the general powers and duties of the Department which allow for its development including:

> to compile, collect and develop periodically, or otherwise make available, scientific indices and other information relating to current business conditions;[1]

and,

> to collect, compile and distribute information and literature as to the facilities, advantages and attractions of the state,...[2]

FUNCTION

Organizationally the Library is in the Division of Research and Statistics. The function of this Division is to "provide the statistical and analytic support and the information base needed for the promotion of economic development in New York State."[3] Activities include the analysis of long-term and short-term changes in the State's economy and its component parts, with specialized support for the Department's industrial development, foreign trade, and travel and tourism programs. The mission of the Library within the agency is to collect the source materials required for these activities and to provide reference service for information needs within the scope of the collection and often to go beyond it.

HISTORY

While internal documentation on the historical development of the collection is rather scanty, there was a report done in 1945 by Hortense Richardson, the first librarian of the Department, on the Development of the Department of Commerce Library.[4] This report details a plan for the development of the library collection policy along the lines of public library service to business. This policy included collection of materials on the wide range of business and economic theory and practice including: current conditions services; investment and tax manuals and services; periodicals in the business field; trade, industry, and other directories; and monographs covering the broad fields of economics and commerce as well as information particular to the State of New York. A survey of the collection shows that it was actively developed along the lines of this policy, at least through the middle of the 1960's. The importance to the collection of government statistical publications (particularly New York State and United States) was not brought out strongly in this early plan, but these publications have steadily become a mainstay of the collection. Also, since the 1960's, because of budget cutbacks and a change of emphasis, the purchase of materials on the broader theoretic issues has been reduced. The emphasis has focused on collecting materials on the narrower issues of State and regional economic development.

"The mission of the Library . . . collect the source materials required. . . ."

RESOURCES IN THE COLLECTION

The resources of the Library include cur-

rent publications of many of the agencies of New York State and the United States government which deal with commerce and economic development, basic business development journals and newsletters, a reference collection of current directories and tools for locating other sources of information. The Library has access to the New York Times Information Bank and regularly uses the economic databases available through Dialog. Of historical interest, the Library has a fairly good though unfortunately not entirely complete collection of the Department's own publications such as annual reports, regular serial publications, and specialized studies on many topics. The Library acts as a referral point to access the materials held by the New York State Library and other State library and information networks and through them processes interlibrary loan requests for Department staff.

On a daily basis one of the most important resources the Library has is the close working relationship within the Division of Research and Statistics. While the Division relies on the Library for many types of information, the Library relies heavily on the expertise of the research staff and information developed by that staff. The specialists in the statistical analysis, tax studies, tourism and travel, business records, and business development units are often the best source for information in their areas or know where to go to get it.

The Commerce Department Library is also part of the New York State Data Center Network. The State Data Center program is a cooperative effort between states and the U.S. Bureau of the Census to improve access to statistics on the population, housing, and economy of the states. The New York State Data Center, which is part of the Department of Commerce, provides direct service to State and local governments, businesses, and individuals.

The program also involves the State University of New York, the State Library, and New York University. In addition, 25 regional organizations participate in the program to make statistical services available on a local basis. These affiliate data centers provide data directly and, as part of a statistical network, can refer inquiries to other affiliate data centers or to the State Data Center as needed. All data centers have a comprehensive collection of Census Bureau statistical publications; some also have computer files and can generate special tabulations on request.

When the New York State Data Center was begun, the Department Library, which had been collecting Census reports since its inception, was designated as the public access point for print and fiche materials made available through the program. The Library was also designated as one of the 25 affiliates in order to more fully integrate it with the Data Center network. This system provides Census products in various media and formats - computer tapes, print, and fiche - making these materials more directly available to the people of the State.

Through its collection and reference and referral services, the Commerce Department Library attempts to supply the information needs and to further the economic development goals of the Department.

REFERENCES

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3. Mitchell, George S., ed., The New York Red Book, 1981-82, Albany, Williams Press, 1983.

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DEPARTMENT OF SOCIAL SERVICES

By Robert Allan Carter, Senior Librarian, and Jean Hargrave, Senior Librarian, New York State Library

LIBRARY COST-EFFECTIVENESS: SUMMARY OF A STUDY BY DARLENE ZELENKE

The following is a condensation of a March 1982 cost-effectiveness report on the Department of Social Services Library by Darlene Zelenke, who at that time was an intern in the Department. Its purposes were threefold:

- provide policy makers with economic data with which to evaluate the Library's operation;
- present recommendations concerning the adoption of a Department policy statement concerning the Library's role; and
- present recommendations for improving the Library's operations.

A cost-effectiveness analysis, which was defined as the efficacy of a program in attaining given goals in relation to the monetary value of the resources or costs put into the program, was chosen instead of a cost-benefit analysis because in a cost-effectiveness analysis it is not necessary to attach a dollar value to each and every library benefit.

The cost-effectiveness analysis was perceived to have three constraints:

(1) the Library's mission has never been clarified;

(2) the use of estimates; and

(3) the emphasis of the analysis was on the Department's "main" Library on the twelfth floor, although there are four other components in different locations of the Department's 40 North Pearl Street building.

QUANTITATIVE AND QUALITATIVE BENEFITS OF LIBRARY SERVICE

The personnel and non-personnel costs for all five sections of the library were estimated to be $175,280 annually. Benefits of the Library were arrived at by estimating the value of information for reducing the chances of failure in service delivery. By using a May 15, 1976 Boardroom Reports figure of 13 percent as the value of pre-project research to the project's eventual success, and considering the cost of current Department projects at $4,000,000 it was estimated that the Library could result in annual tangible benefits to the Department of $520,000. Smaller benefits, especially in the area of saving time and centralization of research resources, were estimated to be $59,354 a year.

In addition to the above qualitative benefits, the Library was also deemed to be valuable to the Department in the areas of service delivery, creative administrative ideas, and improved supervision of the social service programs administered by the 58 local social services districts in the State. It was felt the greatest savings of all may lie in these qualitative areas.

RECOMMENDATIONS

The recommendations of the report are as follows:

1. The Library's mission in the Department must be formally stated in an executive memorandum or the Administrative Manual.
2. The Library's position on the Department's organization chart should be moved so that it is not more than two levels away from the Commissioner.
3. All independently functioning Department libraries should be centralized physically and operationally.
4. Management should exercise its leadership potential by supporting the Library and the librarian's efforts through example and encouragement.

5. The Library should be housed in a space that is adequate for collection layout, physically comfortable, and conveniently located.

6. A memorandum of understanding should be issued to division heads from the deputy commissioner of administration to the effect that library materials, although purchased with division funds, nevertheless belong to the Department Library.

7. The Bureau of the Budget and the Library should work with the divisions to establish an equitable formula and workable procedure for purchase of library materials that are used by all departmental staff.

8. A memorandum should be sent to division heads informing them that they are responsible for books charged out for long-term loan to their personnel and that the cost of the book plus a cost-of-handling surcharge will be "charged back" to the division if the materials are reported as lost.

9. What little amount of financial resources the Library is allotted in comparison to funds budgeted for staff training and electronic data processing systems should be held harmless during times of cutback.

10. The Department should support legislation that mandates large agencies to sponsor a library.

11. The Department and the Library should cooperate with other State agencies for coordination, resource sharing, and networking.

12. Participation by library staff in local and national organizations should be encouraged.

13. The Department's Personnel Office and the Library should work with the Department of Civil Service to upgrade classified job descriptions in the Library.

HISTORY OF LIBRARY SERVICES

The second part of the report describes the Library's origin, development, and services. The importance of information in the fulfillment of the Department's objectives is explained in terms of changing workplace values, the increasing complexity of tasks, the knowledge explosion, and Reagonomics. The roles of the special library, in general, and the Department of Social Services Library, in particular, are explained.

Ms. Zelenke quotes Robert Havlick's definition of a special service library as " 'a bibliographic service developed around a particular idea and organized and staffed to meet the needs of a precisely defined clientele.' " The differences between special libraries and general libraries are explained:

> First, special libraries have collections that are oriented to single, definite subjects or groups of related subjects. Second, theirs is a distinct emphasis on the information function, that is providing information for immediate and utilitarian purposes. Third, the key staff members in special libraries are often both familiar with the discipline in which they are working as well as competent in librarianship. Finally, the special librarian does much more that sit and wait in the library for a client to call or come in to place a request. Instead the librarian brings the bibliographic resources to the attention of the users, keeps up with the areas of interest of the users, and generally anticipates client needs rather than following them.

Thirteen problems are listed which an organization may have and should acknowledge before it decides to support a special library:

- An organization realizes that its funds are being used to buy multiple copies of books and magazines for individuals in the organization, when fewer copies - properly centralized, circulated, and controlled - would better serve the needs of all.

- An organization takes stock and recognizes the extensive and expensive collections of books, magazines, pamphlets, reprints, and other materials scattered among its departments and offices - in desk drawers, on the tops of file cabinets, in the back of storerooms.

- Management finds that despite an extensive and valuable accumulation

of publications, specific ones can never seem to be found to answer specific needs.

- Specialists complain that poor books have been bought and good ones missed because no one is doing a proper screening of current publications.

- Someone points out, once again, that each day's mail brings quantities of free but valuable information that is being wasted through lack of organization.

- Management realizes that its professional employees are not doing the reading necessary to keep up with developments in their fields.

- Professional employees complain they have to buy too many work-related books and journals out of their own pockets - an expense they cannot afford.

- Employees complain that they have attempted to borrow publications from nonpublic libraries and have been told they must request them on interlibrary loan through their special library - and they haven't one.

- New employees are disappointed with the poor information services of their new employer.

- Management wonders, and begins to check on, how much time and money are being spent by executives to telephone around the country in search of information.

- An important decision must be delayed because of lack of correct information, or someone discovers too late information that might have altered an earlier decision.

- Junior executives or secretaries are, once again, sent out to the public library to "look something up" and, once again, tardily return without the needed information.

- Management begins asking itself if some of the research being undertaken by its personnel might have already been done elsewhere and reported some place.

The origins of the Department of Social Services Library are discussed:

> No doubt it was in response to many of the circumstances described above that the department's first collection was established and organized in 1938 within the Bureau of Research and Statistics. As the staffs' need for better information expanded with increased programatic responsibilities, management hired the first professional librarian in the 1960's to run what had thus evolved into a department library. This time the library was organizationally located in the Office of Social Research and Program Information.
>
> During the ten-year period 1960-1970 the librarian 'made important contributions to the informed decisions made by administrative and program staff.' As the collection developed, liaisons were established and information sources were identified. Along with the major offices of the Department the library was located at 1450 Western Avenue and was approximately 1,800 sq. feet or three times the size of the present library. There was ample room for a comfortable reading space as well as for displaying magazines and books.

Ms. Zelenke then describes the steady deterioration of the Library from 1972 to 1978. Contributing to this situation was a continual shifting of the Library's location, the abolition of

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" . . . Library was . . . valuable to the Department in the areas of service delivery. . . . "

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the librarian position in 1975, a curtailment of hours, and, after the Department's move to 40 North Pearl Street in 1975, a drastic reduction in physical space.

> The situation only began to improve again in 1978 when the Bureau of Research stepped forward and argued to resurrect

the Department library and make it again a viable and useful tool for executive staff and program administrators. Subsequently a librarian was hired, Michael Esposito, and varying degrees of staff support were provided. Mr. Esposito worked hard from 1978 to 1981 building up the library collection and services. His record of library development and management is recorded in monthly and annual reports to the Bureau of Research Chief, Mr. Herbert Bardack, and speaks for itself.

" . . . support legislation that mandates large agencies to sponsor a library."

In 1982, Esposito left the Department to accept a position at the State Library. His place has since been filled by Madeline Raciti.

FUNCTIONS OF THE SPECIAL LIBRARY

Zelenke describes the functions of libraries in general and special services which are fulfilled by the Department of Social Services Library:

> There are three generally accepted broad functions libraries perform in western culture. The oldest and most basic is the preservation of knowledge and information. This is part of the social communication necessary to generate new knowledge. Another significant function libraries perform is that of education. Reading is a highly effective and efficient means of acquiring, comparing and contrasting information. In fact the library is vital to the job-related educational process today because specialization requires that individuals be trained to think and learn comparatively. Lastly with the rapid advances of knowledge libraries provide not only general but specialized sources of information.
>
> In addition to these functions the special library at the Department of Social Services has been performing the following three services: acquisition of materials for the library, organization of materials in the library, and interpretation and dissemination of information. This section includes a review of present services delivered. Prior to the installation of a librarian these services were either not performed, performed haphazardly, or performed under totally decentralized conditions with the consequences being ineffective, uneconomical service delivery.

The efforts of Esposito to establish a workable acquisitions policy for the Library are described:

> Acquisition involves two broad categories of materials: those already in the organization but not being used because they are in scattered locations and those outside of the organization which must be ordered.
>
> One of the first tasks Mr. Esposito performed was to separate out of the library a large amount of dated material because the emphasis of a special library is usually on current awareness. This process was also necessitated by the largely reduced quarters on the 12th floor allotted to the library. This weeding resulted in easier access and a somewhat enhanced image since some in DOB [Division of the Budget] view the library as an 'old collection of welfare books.'
>
> Also Mr. Esposito identified the scattered office collections located in numerous bureaus throughout the department which had sprung up when there was no professional librarian to do the job of ordering and organizing new material. This process documented the extent of valuable departmental materials and provided preliminary information on the extent of materials duplication from a lack of coordination.
>
> In an attempt to make the system of outside book selection more efficient, Mr. Esposito identified and trained clerical staff in participating divisions and bureaus about the methods and procedures for filling out purchase request vouchers. Before this coordinated system was established these forms were frequently filled out incorrectly or sent to the wrong place because there was no one coordinating these activities.
>
> According to one department source

in the Law department: before Mr. Esposito was hired she had to personally handle numerous questions regarding the Code of the Federal Regulations and other legal subscription inquiries which took up a great deal of her time. In addition, she said that a lot of other people had to spend valuable time calling other agencies for legal materials because they were not available at the department because of

" . . . need for better information expanded . . . hired the first professional librarian. . . . "

delayed or unplaced orders. Besides saving staff considerable time searching for legal materials, Mr. Esposito took it upon himself to bring into the department numerous free or exchange government publications which most likely would not have been acquired without his professional efforts.

But perhaps one of the greatest contributions the professional librarian can make in the acquisition category is his ability to identify the highest quality of material at the best price and recommend them to divisional and bureau heads for purchase. In this regard Mr. Esposito established a close working relationship with staff whose expertise in programmatic issues he combined with his own bibliographic skills. Again the result was significant dollar savings resulting from the highest quality purchases.

STATUS REPORT

Madeline Raciti, the current librarian at the Department of Social Services Library, reports that although none of the recommendations which were made by Zelenke have been implemented, they are still under consideration by the Department's administration. One positive development is the Library's pending move to larger quarters which are in closer proximity to the Management Information Systems Library. The Library continues to be used heavily for information to support the work of the staff of the New York State Department of Social Services. A close relationship exists between the Library and the New York State Library. Raciti obtains numerous interlibrary loans and data base searches from that resource and updates staff of the Department regarding special services and programs which the State Library offers.

The benefits of on-site library service to personnel and programs of the Department continue to be demonstrated on a daily basis. However, the future of the Library is extremely uncertain: the Library's mission has never been clarified, and there is disagreement regarding the appropriate role and position of the Library within the Department's organization.

" . . . librarian (greatest contribution) identify the highest quality of material. . . . "

SUMMARY

Although the study discussed here was published in an extremely limited quantity, it has been read and endorsed by many State agency librarians. Its findings and recommendations have significance far beyond the Library in the Department of Social Services. To function effectively, every State agency library needs the firm backing of its agency's administration, a clearly defined and official mission statement, and a secure position within the administrative organization of its agency. It should be emphasized that Zelenke is not a librarian, but a user of information in State government currently employed by the New York State Division of Alcoholism and Alcohol Abuse as a budget analyst. Her report demonstrates an understanding of both the problems and potential of special libraries in State agencies. As she so aptly points out, State agency libraries must be perceived as cost-effective operations, particularly if they are to survive in the current fiscal climate.

LIBRARIANSHIP IN THE NEW YORK STATE DEPARTMENT OF CORRECTIONAL SERVICES FOR THE 1980'S

By Donald A. Drewett,
Senior Librarian,
Otisville Correctional Facility

Library services found in Otisville Correctional Facility are duplicated in many of the remaining 33 libraries operating within the Department of Correctional Services system. This discussion will focus on three areas: services to inmates, library services to civilian and security staff, and issues that need to be recast in light of present day realities.

LIBRARY SERVICES FOR INMATES

Contemporary prison libraries reflect compliance with the intent of the 1960 Freedom of Information Act that mandated inmate access to reading materials during incarceration. Today, an inmate can come to the Otisville Correctional Facility library and check out books from a collection of over 2,000 titles in a variety of subject categories. He can also select software from a modest collection produced by such educational firms as the National Geographic Society and the Center For Humanities.

In addition to the above "traditional" services available on a daily basis, the patron can take advantage of a Media Center educational collection of video tapes. These selections (many of which have been supplied from Public Television) can be viewed on closed circuit television at a special table in the Library hooked to headsets that will not disturb the reading clientele. The Library has a complement of hardware to view back issues of periodicals on microfiche and microfilm should college course work require retrospective research from The New York Times (1980-), Christian Science Monitor, National Geographic, or Newsweek.

Extremely popular and heavily utilized, the periodical collection is divided into Hispanic, black, and traditional reading interests. The library subscribes to approximately 60 current magazines and newspapers and retains them for one year before either discarding or replacing them with microforms. Among the periodicals requested most frequently are El Diario, Black Enterprise, U.S. News & World Report, Temas, Crisis Magazine, A.M. Journal, Psychology Today, Motor Trend, Ring, Ebony, and The Village Voice.

Two extensively used tools that link the inmate with the "outside" are book rental and interlibrary loan services. The book rental subscription provides best sellers in fiction and nonfiction titles. This collection consists of 125 books and is updated monthly at the rate of 12 additions and 12 returns or purchases. These books are recirculated weekly and the borrowing is lively, especially with authors like Robert Ludlum, Howard Fast, James Clavell, and Harold Robbins. A second heavily used resource is the interlibrary loan arrangement with the Ramapo Catskill (public) Library System. Deliveries are made once a week with a one- to three-week waiting period from time of selection. Titles and photocopies are verified in Books in Print with selection restriction imposed only in the areas of medical and drug related topics, broadly defined pornographic literature, military hardware descriptions, and revolutionary themes.

Several "special collections" geared to prison life exist in most facility libraries. In our reference section, for example, there is a nearly complete set of telephone directories for New York State. Oftentimes this resource identifies legal and personal addresses otherwise unavailable except through the Chaplain or counseling service departments.

Another collection speaks to the need for information dealing with readjustment upon release from prison. Anticipating this, Ruth Aronson, associate librarian for DCS, in 1980 developed a P.L.A.N. (Pre-Release Liaison Agency Network) microfiche catalogue arranged according to 19 problem areas for inmates re-entering the community. It is available in our five satellite library areas in the institution. This resource has an added benefit in that these potential problem needs are clustered by city, borough, and county even though they may exist statewide. Situated next to the P.L.A.N. area is a current Job Information section that provides

inmates with possible employment options. These collections are supplemented with information from Coordinated Occupational Information Network (COIN). This service provides information on microfiche divided according to vocational job titles, college, apprenticeship schools, and military files; it is updated annually.

"A second heavily used resource is the Interlibrary Loan. . . ."

A third resource contained in the pre-release center is an extensive college catalogue library representing over 90 different institutions of higher learning should the inmate desire to pursue an academic degree upon his release.

A third special collection supports study in an associate degree program and a one-year certificate program sponsored by two participating colleges. These resources are either in closed reserve or open stacks. One institution, Mercy College, provides a microreader and a complete set of cartridges containing its 250,000-volume card catalogue available to its inmate student body on an interlibrary loan basis.

In addition to its other functions the facility library provides information tools, both print and software, and support services to OCF Education Department's G.E.D., High School Equivalency (H.S.E.), Vocational Education, and Bilingual programs. The librarian provides reference, orientation, and instructional aid to these students and teachers on a daily basis. Often times such instruction is the first contact an inmate has had with a library resource center. This contact is rewarding and challenging for any facility librarian motivated by vocational altruism.

Perhaps more important than any of the above services that a facility library provides for the inmate population is what I term the "sanctuary setting." Each day reality forces inmates to deal with dormitory living, lack of privacy, being always "programmed," never alone, and constantly adjusting to 60 individuals convicted of crimes that run the gauntlet of felonies who represent all races that have their own codes of justice. Prison populations are a microcosm of the larger society, but unreal in the sense of being packed into an ethnic density not of the individual's choosing that is at this writing 113 percent of capacity, and from which there is no escaping. Thus, in this milieu it is important that prisoners find semi-cloistered space, as well as a place to relieve the pressures of overcrowding, racism, and tensions that live within the physical and mental "wall." Libraries and librarians do provide an escape valve and "other worldly" atmosphere that ministers to human succor during incarceration.

STAFF AND EMPLOYEE SERVICES

The term "staff" encompasses two broad categories, each with different needs as professional employees. Corrections personnel function either as civilians or security persons, or in some instances, as both. The former include teachers, counselors, medical and office workers, maintenance and administrative staff, etc. The latter include the correction officers and other uniformed personnel who work swing shifts seven days a week. In the broad definition of the directive on library services, these personnel are also eligible to make use of the Facility Library during their working hours. From a practical day-to-day standpoint, however, usage by this class is much lower than inmate use. Otisville Correctional Facility Library nonetheless offers definite concrete resources and information to the staff.

In one program the librarian from time to time distributes to the general and staff populations quality, first-printing, paper- and hard-cover reading materials donated by publishers through the Hudson Correctional Book Distribution Center. To date we have made available hundreds of discarded books to the corrections community. Many of these works have also been incorporated into the Facility collection, thereby easing the strain on the library's spartan budget allocations.

"Perhaps more important (is) the 'sanctuary setting.'"

Another program the library supports is a college level Criminal Justice degree open to

civilian and security personnel. Eventually an employee will be able to earn up to 30 hours of academic credit without having to leave his/her work site. To further accommodate this program, the library will provide professional coverage one evening a week and provide the enrolled employees with bibliographic resources from the closed reserve collection.

Under the general supervision of the education director, a quality Media Center coordinates orientation productions, photographs and prints for bulletin board display pictures of educational projects, and maintains the audio-visual equipment housed in the library. The librarian and Media Center person jointly produce a catalogue of software that is distributed to the staff and updated annually. The staff also share in using the best seller collection, Interlibrary Loan service, data base State Library searches, and reference and recreational materials.

Finally, two services that are separate and under the aegis of the librarian for the exclusive use of employees are the professional staff collection and a "Pulse and Fitness" exercise program. The former comprises approximately 200 titles including teaching tools, catalogues, specialized journals, periodical subscriptions, and multidisciplinary directories. The "Pulse and Fitness" exercise after work program is sponsored by the Quality of Working Life Committee and is administered by the librarian. To date, over 25 participants spend one hour, three times a week jogging and exercising under the direction of our local Y.M.C.A. athletic coordinator.

SEPARATING STAFF FROM INMATE INFORMATION NEEDS

To meet the need for confidentiality, inmates' complaints that they have to share their library resources with employees, and for a specialist in corrections literature to whom the facility librarian can turn, I propose the establishment of a library and information center on a regional or statewide basis. The implications of this are self evident to the practicing professional. The DOCS would have a person and collection to serve our specialized needs. This person could then establish a liaison with the State Library and eliminate the frustration of the "outpost" mentality in facility libraries. To coordinate the above, a major priority should be an online connection available to facility librarians through the Department's newly created information center. The terminal would be invaluable in cataloguing, NYSILL access, and data base searching and will further strengthen the facility librarians' ability to function at optimum efficiency.

Finally, with such an information specialist at the Department's disposal, assistance in all facets of grant writing could impact on a variety of program services. This alone would produce a "bonding" between librarian and administration that is frequently lacking at the facility level.

SPANISH COLLECTION DEFICIENCIES

At the moment Hispanics constitute one-third of the inmate population. Resources available to this element are minimal due to collection selection and cataloguing inadequacies of librarians. Consequently, unless the librarian is bilingual, most of us shy away from building up the Hispanic collection. We do not know what is being read by the Spanish-speaking reader nor would we have the tools to properly catalogue the titles selected. Service to this clientele would be improved dramatically if the DOCS would establish a bilingual cataloguer/collection development specialist to serve the needs of the entire State. Such a person would be an invaluable resource in correcting cultural and social deficiencies in the prison library.

"Finally, two services are for the exclusive use of employees. . . ."

LOOKING TO THE FUTURE

Given the inescapable reality of overcrowding now in State prisons, one can be certain that the Department of Correctional Services will be forced, in the near future, to deal with the issues of more inmates, more space, more employees, and an expansion of Library services to meet these increases. This is an opportunity for the State of New York to be a model nationwide as it addresses its responsibility for library services within the correctional setting.

NEW YORK STATE INTERAGENCY INFORMATION GROUP: WHAT, WHO, WHY, AND HOW

By Ruth Aronson, former Associate Librarian, New York State Department of Correctional Services, and Chairperson, NYSIIG, 1982–83

OUR OBJECTIVES

The New York State Interagency Information Group is an organization whose purpose, according to Article II of its Bylaws, "...shall be to facilitate the exchange of information among Agencies of New York State by providing a suitable forum for such exchange."

WHO WE ARE

Also according to the Bylaws, membership in NYSIIG is open "...to any employee of New York State who is engaged or interested in the exchange of information among agencies...."

At its inception in 1975, NYSIIG membership included librarians, research analysts, statisticians, and administrative analysts. The organization gradually became almost exclusively a librarian group until 1982 when action meetings included nonlibrarians. This trend to reintegration culminated in 1982/83 with the collaboration of NYSIIG with the American Planning Association (APA), the American Statistical Association (ASA), and the American Society for Public Administration (ASPA).

A glance at the backgrounds of NYSIIG elected chairpersons shows a similar pattern; of the seven chairpersons, two were nonlibrarians and five were librarians:

TABLE I - NYSIIG Elected Chairpersons

Year	Name and Title
1983/84	Mary Redmond, Librarian State Library
1982/83	Ruth Aronson, Librarian Dept. of Correctional Services
1981/82	Kathryn Jackson, Librarian Dept. of State
1980/81	Pearl C. Baker, Administrative Analyst, Education Department
1979/80	Betty Bell, Librarian Dept. of Labor
1978/79	Dorothy Bross, Librarian Dept. of Health
1977/78	Jacqueline Enequist, Librarian Education Department
1975/77	Theresa M. Speciale, Budget Examiner, Division of the Budget

WHY DID WE START?

An outgrowth of a 1974 survey of information needs and resources in New York State Government commissioned by the New York State Library, NYSIIG evolved from a series of meetings chaired by Terry Speciale in May 1975. In a letter to Kay Jackson dated January 20, 1977, Speciale described the diversity of perspective at the first meeting:

> Dr. Harold Pellish, a volunteer, spoke at length on the future of this committee -- its involvement with the research community and the legislature. Dr. Ruth Aronson, as Associate Librarian at DACC, pictured us as a pressure or lobby organization that would influence legislation to provide libraries and expanded library services in every State agency...Bernard Conn, a Program Associate at Parks and Recreation felt...that we should think of users and non-users rather than providers and that we should think more of potential users. Jean Acker, Senior Librarian at Commerce, felt that librarians needed to improve themselves and become more knowledgeable. There should be a sharing and exchange of information with each other.

At a second meeting, she wrote, there was agreement that State library agencies "...flourished or were phased out depending on agency need." It was felt that the agency libraries' low priority could be raised by increasing their value

to their organizations. To achieve this, a better working relationship between the State Library and agency libraries was needed.

At the third meeting, members agreed on the name and felt that the Group should support the implementation of the five recommendations of the original survey, namely:

1. Establish a State agency services unit within the State Library;
2. Improve the information resources available to State agencies;
3. Improve access to information resources;
4. Improve delivery of information; and
5. Establish a mechanism for continuing evaluation of services and user input.

IMPLEMENTING OUR OBJECTIVES

Immediate outcomes from the formation of NYSIIG were the compilation and distribution of a directory and a newsletter. The directory, compiled by the State Library, and entitled Information Resources of Selected New York State Agencies in the Albany Area - 1975, was

" 'There should be a sharing and exchange of information. . . . ' "

updated and reissued in 1982 as Information Resources of New York State Agencies under the imprint of the Department of State.

A Newsletter issued by the Interdepartmental Committee on Research (ICR) and Statistical Coordination Unit of the Divison of the Budget (SCU) was also distributed to NYSIIG members in 1975 and up to June 1976. At that time, SCU - because of budgetary strictures - was abolished. ICR reduced its mailing list thereby eliminating NYSIIG distribution. Newsletter was eventually discontinued when ICR disbanded.

NYSIIG also benefitted in those early years from the "know-hows" of its first chairperson, Terry Speciale. As editor of the New York State Statistical Yearbook, she had many contacts in State government and was able to supply appropriate speakers for NYSIIG meetings. The Yearbook itself was discontinued in 1979 but has been revived recently and will be continued as a joint publication of the Division of the Budget and the State University of New York, in 1983, with NYSIIG representation on its Board of Advisors.

" . . . NYSIIG has (returned) to its earlier, broader affiliations. . . . "

Monthly meetings with informative speakers have continued.

During the last two years, NYSIIG has witnessed a return to its earlier, broader affiliations as witnessed by two workshops sponsored by the Group:

1. Workshop on New York State Documents and Information Resources, May 25, 1982
2. Workshop on Information or Data Networking in New York State Government: Past, Present, and Future, November 23, 1982, cosponsored by the American Planning Association, the American Statistical Association, and the American Society for Public Administration.

Workshop on Documents included delegates representing 50 State agencies, appointed by their agency's chief executive officer. Working in small, problem-solving groups, the delegates made recommendations toward more effective implementation of laws governing agency publications. Recommendations were formulated also with an intention to intensify awareness of New York State publications, to avoid duplication of publications, and to identify complementary publications.

The Workshop on Information or Data Networking in State Government was a result of the

shared interest of NYSIIG, the American Statistical Association, the American Planning Association, and the American Society for Public Administration in this topic. In preparation for the meeting, these groups conducted a survey of State information users to determine their needs. These were some of the concerns most frequently mentioned by respondents:

Not knowing what information is available from government agencies and how to access it

Incompatible computer files in various government agencies

Confidentiality and legal considerations

Need more timely information

" . . . recommend . . . policies supporting a statewide information grid. . . . "

Need better and easier methods of retrieval for all kinds of information

The workshop resulted in the establishment of a Steering Committee For the Formation of a Statewide Task Force on Information Policy. The Steering Committee evolved from small group discussions among the 100 representatives of NYSIIG and the local chapters of ASA, APA, and ASPA.

To meet the problem of "information brownout," the Steering Committee established at the 1982 Workshop on Information or Data Networking in State Government drafted a memorandum requesting that Governor Cuomo appoint a liaison person from his office who would act as a communication channel between his office and the proposed Task Force On Information Policy. This Task Force, after suitable study, would recommend for the Governor's consideration, policies on information which would support a statewide information grid connecting those persons, both inside and outside of government, in need of information (whether for policy formulation, budgeting, human resources, or interagency or intergovernmental uses) with those who have information in the form of either documents, computer files, or expertise. In early 1983 the draft memorandum was circulated to members of the four sponsoring groups and to others who attended the November 23, 1982 meeting for feedback and suggested changes prior to its submission to the Governor.

It is hoped that the initiatives for exchange of information among State agencies begun in 1982 will lead to improved data access by government personnel and others for more sophisticated analysis and handling of the problems facing New York State.

FLORENCE BOOCHEVER, FORMER EDITOR OF THE BOOKMARK, DIES

Although she retired as editor of The Bookmark in January 1963, Florence Boochever continued to give library service to her native city, Albany, N.Y., until her death May 1, 1983. During her retirement years she gave book reviews for area groups and established noontime book reviews and other "book and author" events as part of the activity programs of The Friends of The Albany Public Library. In fact, she organized The Friends group and edited its newsletter, The Halfmoon. She also gathered stories and poems written by senior citizens in the area and edited them for publication in 1980 in Writings From the Beaver Trail.

She had come to the New York State Library in 1942 where she edited The Bookmark from 1949 to 1963. At that time it was published 10 times yearly, and its format was oriented to reviews of library materials. It also contained news notes about libraries in New York State with an emphasis on public libraries which were organizing themselves into systems then. She also was the editor of the ALA Catalog from 1942 to 1949 and contributed to other professional journals. Earlier she had worked for the Albany Public Library 10 years and at McMillan Co. 2 years. She held degrees from Cornell University where she was elected to Phi Beta Kappa and Columbia University School of Library Service where she was a member of Beta Phi Nu.

NEW YORK STATE IN DOCUMENTS

By Don Voorhees, Interlibrary Loan Librarian, Corning Community College, and David Parish, Government Documents Librarian, SUNY at Geneseo

As reductions in Federal statistics and publishing become more prevalent, current data on New York State grow difficult to obtain. The following statistical and investigative titles were issued in 1982-83 as Federal Document Depository items. They are available in most of the 82 Depositories in our State. Backup copies are all found in the Regional Depository of the State Library, Albany. Arrangement is according to the Superitendent of Document's call number.

Finances of Public School Systems in 1980-81.
U.S. Dept. of Commerce. Bureau of the Census. 1983.
C3.191/2:981/10
Finances for systems of over 15,000. (Item number 0146-E)

State Government Tax Collections in 1982.
U.S. Dept. of Commerce. Bureau of the Census. 1983.
C3.191/2:982/1
Detailed type-of-taxation sources for Empire State. (Item number 0146-F)

County Business Patterns, 1980, New York.
U.S. Dept. of Commerce. Bureau of the Census. July 1982.
C3.204:80-34 (Item number 133-A-32)

Number of Inhabitants, New York, 1980 Census of Population.
U.S. Dept. of Commerce. Bureau of the Census. 1982
C3.223/5:980/A34
Comparisons with 1960 and 1970. (Item number 015-C-5)

1980 Census of Population, Volume 1, Characteristics of the Population.
U.S. Dept. of Commerce. Bureau of the Census. 1982.
C3.223/6:982 (Item number 0159-C-32)

Digest of Education Statistics, 1982.
U.S. Dept. of Education. National Center for Education Statistics. 1982.
ED 1.113:982
Many statistical tables for New York on students, teachers, and school systems.
(Item number 0460-A-10)

Financial Assistance by Geographic Area, October 1, 1980 to September 30, 1981.
U.S. Dept. of Education. Office of Financial Management. 1982.
ED 1.116:980-81
Both county-level outlays and for higher education by county.

Characteristics of Physicians: New York, December 31, 1979.
U.S. Dept. of Health and Human Services. Public Health Service. November 1982.
HE20.6617:N42 Y/979 (Item number 507-J-1, microfiche)

Temporal Trends in the Acidity of Precipitation and Surface Waters of New York.
U.S. Department of the Interior. Geological Survey. 1982.
1 19.13:2188 (Item number 625)

Theodore Roosevelt Birthplace National Historic Site, New York.
U.S. Dept. of the Interior. National Park Service. 1980.
1 29.21:R67/3 (Item number 650, 1 sheet).

Crime in the United States, 1981.
U.S. Dept. of Justice. Federal Bureau of Investigation. 1982.
J 1.14/7:981
Types of crime and totals for 131 New York State cities. (Item number 0722).

Illegal Gambling in New York: A Case Study in the Operation of an Illegal Market.
U.S. Dept. of Justice. National Institute of Justice.
J28c2:G 14 (Item number 718-A, microfiche)

Sourcebook of Criminal Justice Statistics
U.S. Dept. of Justice. Bureau of Justice Statistics. 1982.
J29.9:SD-SB-9
Wealth of detailed data on New York State crime and expenditures.
(Item number 0968-H06)

Crimes Against the Elderly in 26 Cities.
U.S. Dept. of Justice. Bureau of Justice Statistics. 1982.
J29.9:VAD-10
Includes Buffalo and New York City.

Area Wage Survey. New York, New York - New Jersey, Metropolitan Area.
U.S. Dept. of Labor. Bureau of Labor Statistics. August 1982.
L2.3/2:3015-24 (Item number 768-B-32, microfiche)

Area Wage Survey. Poughkeepsie - Kingston - Newburgh, New York Area.
U.S. Department of Labor. Bureau of Labor Statistics. May 1982.
L2.3/2:3015-27 (Item number 768-B-32, microfiche)

Area Wage Survey. Nassau-Suffolk, New York, Metropolitan Area.
U.S. Department of Labor. Bureau of Labor Statistics. May 1982.
L2.3/2:3015-40 (Item number 768-B-32, microfiche)

Impact of Budget Cuts on the Elderly: New York. Hearing before the Subcommittee on Human Services, Select Committee on Aging, U.S. House of Representatives, 97th. Congress, 2nd Session, January 12, 1982.
Y4.Ag4/2:B85/6

Impacts of the President's Fiscal Year 1983 Budget Proposals on New York City:
Hearings before the Task Force on Transportation, Research and Development, and Capital Resources, Committee on the Budget.
U.S. House of Representatives, 97th Congress, 2nd Session, March 5, and 8, 1982.
Y4.B85/3:P92/4/983

Impact of Administrator's Proposed FY 83 Budget on Student Financial Aid and Higher Education Programs, Hearings. U.S. Congress. House. Committee on Education and Labor, 1982.
Y4.Ed8/1:B5/12/983 (Item number 1015A)

Unemployment Compensation Issues, Hearing. U.S Congress. Senate.
Committee on Finance. 1982.
Y4.F49:Un2/22
Includes data and discussion on unemployment in Buffalo and western New York.
(Item number 1038-A)

ORAL HISTORY AND OTHER AUDIOVISUAL LOCAL HISTORY RESOURCES AND PROJECTS IN NEW YORK PUBLIC LIBRARIES: A PRELIMINARY LIST

By Joseph W. Palmer, Assistant Professor, School of Information and Library Studies, SUNY at Buffalo

Public libraries increasingly realize the importance of preserving community history. In the 20th Century, many of the resources collected are the products of audiovisual technologies. A number of libraries are collecting oral history materials. Some have played an active role in creating these resources. Other libraries have used film and videotape to document the local heritage.

Some impressive audiovisual products resulted from the demonstration projects undertaken by libraries participating in the "Sense of Community - Diversity and Change" program which was coordinated by the State Library under Suzanne LeBarron and Keith Fiels.

Impressive also are the massive multimedia data bank assembled at Suffern Free Library and the program of local history in Elmira. Port Washington Public Library offered (and continues to offer) video workshops where residents learned to make oral history documentaries. Other libraries have produced slide programs, slide-tapes, motion pictures, and illustrated books. The libraries in Gates, Chili, and Churchville have worked with school systems to create local history resources that will support the newly mandated elementary school local history curriculum.

Information about such resources and projects is difficult to obtain. The following descriptions arranged alphabetically by the name of the community represents a preliminary list. Funds are being sought for a comprehensive survey and detailed report.

NEW YORK STATE LIBRARY

"A Sense of Community: Diversity and Change" - In 1979, the National Endowment for the Humanities (NEH) granted the State Library $383,000 to sponsor pilot demonstrations of community-based learning in 10 communities throughout the State. Each community had a local steering committee and held public forums where community members discussed what was unique about their community and generated ideas for community-related educational programs and activities. These eventually resulted in a variety of programs and events, some of which involved local history media productions. Programs from seven of the communities are described here: Albany, Buffalo, Canajoharie, Corning, Rochester, Saranac Lake, and Syracuse.

ALBANY: ALBANY PUBLIC LIBRARY

"A Sense of Community: Diversity and Change" - The theme selected by the planning committee was "Early Twentieth Century Albany." Lectures, seminars, film programs, and exhibits were presented. "Hard Times: Albany in the Nineteen Thirties" was a session at which longtime residents shared their recollections of that decade. "Albany's Changing Skyline" was a talk by the architecture editor of The New York Times. Both of these programs were videotaped and cablecast over the Library's channel. Among the exhibits were, "The History of Brewing in Albany" and "Albany's Theaters at the Turn of the Century." Slide-tapes were made from both exhibits. "Corner of State and Pearl" was a slide-tape which chronicled events occuring at that intersection from pre-Civil War days to after the Vietnam War using old photographs, short poems, and a thoroughly researched script.

"It . . . made people proud of their home town."

"Delaware Avenue Neighborhoods," another slide-tape mixed historic glass print photographs and contemporary views; the soundtrack used excerpts from taped interviews with residents. Still in process at this writing is an "Oral History Videotape Project" consisting of videotaped interviews of persons who remember the city at the turn of the century. Interviews are being conducted by local history scholars and will be transcribed and indexed.

BELLMORE: BELLMORE MEMORIAL LIBRARY

"oral history" - In 1967, Bellmore Memorial Library tried to start an oral history collection. Library staff interviewed old-time residents with the intention of creating a local history resource at the high school level. Staff completed three interviews, which have not been transcribed. Lack of funding and the absense of community response led to discontinuance. The library was unable to interest the local historical society in

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"(Workshop) participants have learned . . . oral history. . . ."

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continuing the project. The project may have been "before its time" - interest and response might be greater now than it was 16 years ago.

BUFFALO: BUFFALO AND ERIE COUNTY LIBRARY SYSTEM

"A Sense of Community: Diversity and Change" - Four public forums were offered on aspects of life in the black community. Two, "The Growing Islamic Community" and "The Cultural Community" were videotaped. A third, "The Business Community," was audiotaped. A slide-tape was produced from the fourth forum, "The Black Community - Finding a Sense of Identity." While the narration dealt with the sense of black identity in general - not regional - terms, many of the visuals documented aspects of Buffalo life.

"The Prudential Building, Super 8mm film" - The Special Services Department has been involved in a number of media projects. It has videotaped community events and historic locales, such as the restored Shea's Buffalo Theater in the downtown area. Recently, the head of the Mobile Libraries Division worked with the curator of the Louis Sullivan Museum to create a Super 8 documentary on "The Prudential Building," which has been described as "one of the high water marks of American architecture."

"A Postcard Tour of Old Buffalo" - With funds from the Grosvenor Society, a Friends-of-the-Library group, a slide show was prepared to coincide with Buffalo's 1982 Sesquicentennial. "A Postcard Tour of Old Buffalo: A Stroll Through the City of Buffalo Between 1900 and 1930," was prepared with photography executed by the Special Services Staff and script and narration provided by the rare book librarian.

CHAUTAUQUA: SMITH MEMORIAL LIBRARY

"oral history" - In the early 1970's, the Library, with funds set aside for the Centennial year celebration, sponsored oral history interviews with about 24 people who remembered and had been involved with the Chautauqua of past years. A local citizen conducted the interviews. They have been transcribed and are available in the Library's Heritage Room.

CHILI: CHILI PUBLIC LIBRARY (and GATES PUBLIC LIBRARY)

"oral history - audio/video" - With a grant from the Rochester Area Resource Exchange (RARE), Gates Public Library, Chili Public Library, town historians, and three schools embarked on an oral history project in 1982. The aim was to produce materials to support the newly mandated inclusion of local history in the fourth grade curriculum and to supplement existing historical resources. At Chili, seven audio interviews and four videotapes are being produced; at Gates, five audiotapes and three videotapes. A steering committee composed of the librarians and two school representatives selected persons to be interviewed and formulated questions to be asked. The librarians made the initial contacts and pre-interviewed. High school students conducted the actual taped interviews. High school students will do the transcribing, also, and copies of the tapes and transcriptions will be deposited in the school and public libraries. One videotape was made at the home of the Chili town historian; she showed artifacts, posters, and memorabilia she'd collected over the years. A second videotape featured a longtime resident and antique collector. A third videotape recorded a lecture on cobblestone houses given by a local architect to elementary school students. The project has generated tremendous community interest and

support. The town historians are "ecstatic" about it. The newspaper will excerpt transcriptions for a monthly local history column. Local cable television has also expressed interest. The consciousness of all has been raised concerning the possibilities for resource sharing, and the school district has started to send copies of local history slide shows it has independently produced to the libraries.

CORNWALL-ON-HUDSON: CORNWALL PUBLIC LIBRARY

"oral history" - During 1976-77, the Library funded interviews with retired community leaders who had knowledge of the town's growth, culture, economics, and general history. Twelve interviews were produced by community volunteers, with student aides from the school district doing recording. They are available to local history researchers. Transcriptions have not yet been made.

CANAJOHARIE: CANAJOHARIE LIBRARY AND ART GALLERY

"A Sense of Community: Diversity and Change" - One of the project undertakings was an exhibit of memorabilia and artifacts, "Of Finest Quality: Ninety Years of Beech Nut Quality." Many of the items shown were acquired through newspaper pleas addressed especially to long time residents and Beech Nut Company employees. A slide show was made of the exhibit which showed both the preparation stages and the opening celebration. Another program - an illustrated lecture on the painting, The Country Doctor, by Lauren Ford, a prominent area artist - is also being used as the basis for a slide show. A third slide show in production deals with the community volunteer ambulance corps and fire department. Oral history tapes have been collected and indexed. They are excerpted in a booklet of remembrances which deals with such topics as Beech Nut Company, education, recreational pastimes, small businesses, and transportation. A map of historic sites, A Walking Tour of the Village of Canajoharie, was also produced as part of the project.

CHURCHVILLE: RIGA FREE LIBRARY

"library-school local history project" - In spring of 1982, the Rochester Area Resource Exchange (RARE) awarded the Riga Free Library an incentive grant for a cooperative effort with the Churchville Elementary School. The aim was to provide three fourth grade classes with knowledge of their community and experience in doing local history research. Inclusion of local history in the elementary school curriculum had recently been mandated by the State Education Department. Few materials were available on the history of Churchville, and almost nothing was at the elementary school level. With the grant, tape recorders, cameras, and a slide projector were purchased. The classes made a field trip to the local history division of the Rochester Public Library where they learned what is entailed in a local history study. At school, a number of speakers, including the town and village historians, addressed the classes. On field trips, the children toured significant locales and spoke with people who knew about their history. Four interviews were tape recorded. An ad was placed in the local paper soliciting historic photographs. About 50 were collected and copied. The children also took original photographs. At the conclusion of the project, the children put the pictures in scrapbooks and wrote captions. The main themes of the project were: architecture, history of the town library, history of the school, and cemetery headstones. Each student wrote a paper which offered observations on what had been learned. The papers were bound together. A photocopy was given to the library. The project received much attention, and, according to the librarian, changed the ideas of some people concerning what a library is and can be.

CORNING: CORNING PUBLIC LIBRARY

"A Sense of Community - Diversity and Change" - One of several themes developed during the project was "The Life and Times of Frederick Carder." Carder was the artist and manager who founded steuben glass. He was also a civic-minded community leader. A 26-minute videotape in the manner of Hal Holbrook's Mark Twain was envisioned. Eric Kirby, a local researcher-actor, researched the topic. He conducted oral history interviews with people who knew Carder and wrote a script. A three-minute sample tape was made with Kirby portraying Carder. Funds are being sought to produce the 26-minute version for public television. Transcripts of the oral history interviews are being prepared.

EAST HAMPTON: EAST HAMPTON FREE LIBRARY

"oral history" - The Long Island Collection contains four tapes on the history of East Hampton and on whaling in the region made by a high school history class in 1967 as well as interviews with "artists of the region" made in 1976. Of special interest is a lengthy series of

interviews (10 cassettes) made in 1980 in the Library with the town historian. The interviews were conducted by a professional historian under the sponsorship of the Amagansett Improvement Society and have been transcribed into three volumes of typescript.

ELMIRA: STEELE MEMORIAL LIBRARY

"video production/cablecasting" - In 1975, the Library started producing video programs for cable television. Currently, "Library Kaleidoscope" is shown twice weekly on Teleprompter TV and is carried in Utica, Syracuse, Ithaca, and Horseheads. The Library's assistant director, Dick Fielding, supervises the programs and serves as producer and writer. A local independent video professional works under contract as director, cameraman, and editor. Taping is done with Library-owned equipment. (The Library has a three-camera studio, editing facilities, and field equipment.) Some programs are initiated by the Library, others result from individuals and groups that approach the Library with ideas for a program. "Electric Street Railroads," a look at trolley lines, was, for instance, assembled and presented by a local author who incorporated old photographs, slides, and movies into the program. A program on a local artist was put together by the curator of the Arnot Art Museum. "Eldridge Park," which recalled a local amusement park, was prepared by a Cornell University student who had researched its history for a course. "A Tour of the Near West Side Neighborhood" and a look at 19th Century "Houses and Barns" resulted from a research project undertaken by a community association interested in preserving their neighborhood. "Civil War Fashions" and "Civil War Uniforms and Hand Guns" were modeled and demonstrated by local people. There are over 225 videotapes in the library catalog - many of them related to local history. They circulate to schools and groups. There is tremendous community demand for this kind of programming, and - via cable - huge audiences are reached. The Library pays the assistant director's salary and buys supplies. Federal and State funds pay for the video professional and for broadcast fees.

" . . . a grant by . . . Newsday . . . to prepare a teacher's manual."

ELLENVILLE: ELLENVILLE PUBLIC LIBRARY AND MUSEUM

"oral history" - Between 1959 and 1977, a former staff member conducted interviews with older residents who remembered or had worked on the Delaware and Hudson Canal. The 22 tapes have not been transcribed.

GATES: GATES PUBLIC LIBRARY

"oral history - audio/video" - This program was already described under Chili: Chili Public Library.

"videotapes from historic movie footage" - The Library is presently producing two videotapes from old, 16mm footage with the assistance of two community organizations. The fire chief is researching and writing the narration for a ride through Gates in the 1930's as seen from the front seat of a fire engine. Members of the original Sesquicentennial committee are scripting narration for footage of the 1964 Sesquicentennial events. The high school media center has agreed to do the final editing.

HICKSVILLE: HICKSVILLE PUBLIC LIBRARY

"oral history" - For a number of years, the library director and the YA librarian have been conducting oral history interviews with long time residents in order to preserve the community's past for future generations. About 40 have been produced so far. A few have been transcribed. Currently, the Library is recording interviews in both audio and video formats. Current events that might be of interest to future researchers are also being recorded on video - for example, some controversial school board meetings and the annual art show.

ILION: ILION FREE LIBRARY

"oral history" - During 1974-75, the Friends of the Ilion Free Library interviewed five elderly residents who remembered Erie Canal lore and village life in the early 1900's. This was done in conjunction with the opening of the Library's local history room. Tapes have been transcribed by a CETA employee and are used by the Library in slide programs. (The local history collection has about 1,550 slides and 2,700 photographs.)

JERICHO: JERICHO PUBLIC LIBRARY

"oral history" - Between 1973 and 1980, the local history librarian interviewed 21 elderly residents, including members of the Quaker community and prominent artists, about town his-

tory. The tapes have been professionally transcribed and are used by college, high school, and grammar school students for research papers, and also by genealogical researchers.

LEVITTOWN: LEVITTOWN PUBLIC LIBRARY

"oral history" - Five interviews were recorded in this project which started in 1969 to preserve the history of the "world's first mass produced town." They have been partially transcribed.

LEWISTON: LEWISTON PUBLIC LIBRARY

"oral history" - About 17 interviews with long-time residents were conducted by community volunteers in this project started by a former library director. The Lewiston Historical Society and Museum had hoped to continue the project but was unable to because of lack of funds. Tapes have not been transcribed.

MARLBORO: MARLBORO PUBLIC LIBRARY

"oral history" - In 1976, as a bicentennial project funded through a grant from a local bank, a library trustee interviewed seven persons aged 80 and over who had grown up in Marlboro. They included a fruit grower and the former owner of a summer resort. Six interviews have been transcribed. Transcripts have been used by local history researchers and the tapes have been played to numerous elementary school classes. Much information about the town which would otherwise have been lost was preserved. Many of those interviewed are now dead.

MERRICK: MERRICK PUBLIC LIBRARY

"oral history" - As part of the bicentennial preparations, members of the historical society started in 1971 to tape interviews with elderly citizens about their memories of life in early Merrick. By 1979, 15 interviews had been collected. Only one has been transcribed. The library has cataloged the tapes and now houses and circulates them.

NORTH MERRICK: NORTH MERRICK PUBLIC LIBRARY

"oral history/illustrated book" - In 1971, a library cadet was assigned to the Library under a federally funded program which provided college students as summer employees for special projects. She conducted seven interviews, collected and copied old photographs, researched Long Island histories at nearby libraries, and wrote a history of North Merrick. This was subsequently edited, illustrated with photographs and line drawings, and, with funds from a local bank, published as Yesterday in the Merricks. The project was very popular. It garnered much favorable publicity for the Library and made people proud of their home town. Prior to the project, there had been no published history of North Merrick.

NORTHPORT: NORTHPORT PUBLIC LIBRARY

"oral history" - In 1962, a library employee recorded seven hours of interviews and discussions which covered local history and a discussion between artists Stanley Twardowicz and Jack Kerouac. The tapes were transferred to 33-1/3 rpm discs and transcribed.

OGDENSBURG: OGDENSBURG PUBLIC LIBRARY

"oral history" - Between 1970 and 1979, the library director conducted 31 oral history interviews with elderly persons who knew about community heritage and traditions and who had lived through important local events. "There are many very colorful descriptions of things past" that would otherwise be forgotten. Tapes have not been transcribed.

"River Rendezvous"/16mm film - In the 1970's the library produced a 16mm film, River Rendezvous, which dealt with the historic importance of Ogdensburg as a St. Lawrence River port. The library director did the photography and used excerpts from the oral history tapes for the soundtrack.

OSSINING: OSSINING PUBLIC LIBRARY

"oral history" - The Library serves as a depository and distribution center for 98 oral history tapes which have been assembled by a corps of community volunteers, including teachers and high school students, under the sponsorship of the Ossining Historical Society. The project started in the 1970's when an author was collecting material for a bicentennial book on the history of Ossining. An oral history specialist then approached the Historical Society with a proposal for a formal oral history project. Duplicate copies of the tapes are also deposited in the Middle School. Some have been indexed, but the tapes have not been transcribed. A gift from the Rotary Club made it possible for the project to hire a photographer to make visual studies to accompany the tapes. An exhibit with tape excerpts was held at the Library in 1978 to commemorate its 75th anniversary Rededication and Open House.

PORT WASHINGTON: PORT WASHINGTON PUBLIC LIBRARY

"oral history/public video workshop-productions" - The oral history program was started in 1980 by Elly Shodell, a professional oral historian, who developed her oral history skills in England and at Columbia University. Her position as oral history project director has largely been funded by grants. Twenty interviews have been taped and transcribed. Ten in-depth interviews with members of the black community were conducted by Shodell and a community person with a grant from the Arwood Foundation. This resulted in a booklet on the history of black families and an audiotape walking tour. In 1981, the New York State Council on the Humanities funded an investigation of the history of the town sand pits. The project was publicized and people who had worked in the industry were invited to attend "get-togethers" at a senior citizen's center and at the Polish-American Museum where interviewees were identified. Since 1971, Port Washington Public Library has been providing a community access video program. It originated with a New York State Council on the Arts grant to train and involve citizens in video usage and to develop video as a resource for collecting local information. Currently, there are over 1,000 videotapes in the collection. For two summers, the Library has held eight-week video production workshops taught by a video specialist and by Shodell. Participants have learned both oral history and video techniques and have created tapes relating to local aviation history and labor organization in the 1930's.

ROCHESTER: MONROE COUNTY LIBRARY SYSTEM

"A Sense of Community - Diversity and Change" - Programs in the project were directed at four ethnic groups - Polish, Italian, black, and Puerto Rican. Many of the events were videotaped and the tapes edited. Some were seen on the Library's cable program, Library Live. One program focused on Polish Week activities and celebrations surrounding the renaming of a branch library as the Pulaski Community Library. Another videotape was based on the photo exhibit, "Rochester's Polish-American Community, 1890-1981." Some of the Italian projects involved videotaping of important community religious activities - the Feast of St. George, the Feast of St. Anthony, and a Mass in Italian. The black community produced a two-hour pageant, "The North Star," which used drama, dance, music, and slide projection to trace the chronological history of black community in Rochester. This, too, was videotaped and edited for cablecasting. The tapes have also been added to the Library's circulating video collection.

ROSLYN: BRYANT LIBRARY

"oral history" - Between 1971 and 1975, two librarians interviewed 50 community residents to record their memories of the Greater Roslyn Area as it was in days gone by. Interviews have been used in several research projects, but only five have been transcribed. An anniversary party for one of the men interviewed was held at the Library in 1974 and videotaped.

"multi-screen slide presentation" - In 1981, with a grant from the Long Island Community Foundation, the Library produced a 20-minute multiscreen slide presentation on using the resources of a local history collection. The Library's archivist was technical advisor and project director. Professionals were hired to do the creative work. Folk singer Oscar Brand wrote the script, narrated, and provided original music. A commercial firm produced the slides and soundtrack. Using a fictional account of a community resident who wishes to research the history of a newly acquired home, the program shows the rich variety of local history resources available at the Library. The program has been shown to school children - both in classrooms and at the Library - and shown at educational conferences. In 1982, the Library was awarded a grant by the newspaper, Newsday, to convert the program to video format and to prepare a teacher's manual.

SARANAC LAKE: SARANAC LAKE FREE LIBRARY

"A Sense of Community - Diversity and Change" - As part of the project, oral histories were undertaken for three small communities. The publicity surrounding the projects led to a large number of local history materials being donated to the Library. Over 400 slides and 5 videotape recordings of project activities were added to the collection. A slide presentation, "The Pictured Past," was created from visuals newly acquired or already in the collection including rare glass plate negatives of scenes from the Village's past.

SUFFERN: SUFFERN FREE LIBRARY

"Data Bank Resource Center" - Funded by A CETA grant in 1977-78 and assembled by two full-time staff and eight volunteers, the "Data

Bank Resource Center" project set out to collect all possible information on Suffern from its origins to the present. All major community institutions, agencies, and firms, including churches and schools, were visited and their administrators interviewed. Also interviewed were historians, old and new residents, merchants, and prominent citizens. Information to be collected was carefully defined in advance. Also collected were newspaper clippings, agency reports, maps, letters, diaries, memorabilia, postcards, photographs, and family albums. As part of the project, an attempt was made to create a photographic survey of Suffern and its environs. New photographs were taken and old photographs were borrowed from patrons and copied. By 1978, there were over 5,000 items in the multimedia data bank including 1,000 slides. The project has been continued by the librarian, Matilda Gocek, who originated the idea, and five volunteers. By 1982, the number of items and of slides had doubled. Ms. Gocek has used the slides to create programs for various groups. "Observing Suffern" chronicles town history. "Ramapo Mountain People" uses old photographs

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" . . . importance of carefully prepared authority lists and indexes."

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to recall a group of people that is now extinct. Slides are used freely and for diverse purposes by individuals, groups, and town and county agencies. One problem with the data bank is that it has evolved into a vast eclectic collection that is difficult for patrons to use without assistance. Currently print materials are being transferred to microfiche. It is hoped this will help make the resources more manageable and accessible. If the project were to be undertaken again, Ms. Gocek says she would start with a tight, classified index scheme and index materials as they were collected rather than wait until after they were amassed. She would also embark on the project with adequate preparations being made for microfilming at the very beginning. She emphasizes the need for well-defined parameters in such undertakings and the importance of carefully prepared authority lists and indexes.

SYRACUSE: ONONDAGA COUNTY LIBRARY SYSTEM

"A Sense of Community - Diversity and Change" - The theme, "Renaissance in Syracuse, 1961-1981," resulted in a variety of programs which were videotaped and cablecast.

TUXEDO: TUXEDO PUBLIC LIBRARY

"slides and slide shows" - In the 1970's Matilda Gocek was both library director and town historian. In these capacities, she built a very successful collection of local history materials which included about 2,000 slides - both originals and copies. She attended a month-long seminar on slide show and mixed media production sponsored by the New York Historical Association and became enthusiastic about multi-projector slide shows as a medium of communication. She prepared a day-long program of local history multimedia presentations. Included were the slide shows: "Tuxedo's Children," "The Bicentennial," "Wild Flowers of Tuxedo," "Architecture of Tuxedo Park," and "The Montgomery Expedition Memorial Observance of 1975." The program was very well received and used five projectors, two dissolve units, a programmer, a reel-to-reel tape deck, an amplifier and speakers, and a screen 20 by 8 feet in size.

TUCKAHOE: TUCKAHOE PUBLIC LIBRARY

"oral history" - During 1980-81, a library employee took a course in oral history at Fordham University. The village paid her tuition and gave her free time. In exchange, she recorded and transcribed 12 interviews with elderly residents, the mayor, a former mayor, and the chief of police.

HEA TITLE II FUNDS AWARDED TO COLLEGE AND UNIVERSITY LIBRARIES IN 1982

By E.J. Josey, Chief, Bureau of Specialist Library Services, New York State Library

Grants were awarded to institutions of higher education and public and private nonprofit library agencies that provide library and information services on a formal cooperative basis, and an announcement was made by the U.S. Department of Education. The grants were awarded under the College Library Resource Program, Title II-A of the Higher Education Act of 1975, as amended.

Grants were given to institutions of higher education and library institutions to procure materials such as books, periodicals, documents, and other printed and published materials, magnetic tapes, phonograph records, and audio-visual materials to augment library instructional and research resources. The maximum funding level for basic grants for FY 1982 was $840 each per eligible institution, rather than the maximum of $5,000 which is authorized by the Higher Education Act. The level of basic grants made in FY 1982 was initially cut. The amount of the basic grant in FY 1982 represents only 16.8 percent of the authorized funding.

BASIC GRANTS, TITLE II-A

An analysis of the U.S. Department of Education's announcement of grants given to institutions of higher education and/or eligible private nonprofit library agencies that were approved for FY 1982 was made by the Bureau of Specialist Library Services, Library Development. In New York State, 189 institutions received basic grants of $840 totaling $158,760. During FY 1981, 196 institutions in New York State received basic grants totaling $235,200. The money received by institutions in New York State during FY 1982, $158,760, represents a 32.5 percent decrease from funds received by college and university libraries and other nonprofit library agencies in New York State in FY 1981.

Of the nine Reference and Research Library Resources Systems, six received basic grants: Central New York; Long Island Library Resources Council, Inc.; New York Metropolitan Reference and Research Library Agency, Inc. (METRO); North Country Reference and Research Resources Council; Rochester Regional Research Library Council; and the South Central New York Library Resources Council. The College Center of the Finger Lakes, a consortium, also received a basic grant.

At a time when colleges and universities need HEA Title II A funds, it is distressing that funds have been so drastically reduced. College and university librarians have used these funds in a variety of ways to strengthen their collections. Since the Higher Education Act of 1965 was enacted, the price of hardcover books has quadrupled from $7.65 to $30.59. Periodical prices have multiplied 6 times from $6.95 to $44.80 in [illegible]. Although the funding level is low, nevertheless these funds are vital to the continued growth of academic library resources.

Institutions receive grants for library education programs from Part B of Title II of the Higher Education Act of 1965 as amended. In FY 1982, four institutions in New York State received a total of $56,000 for fellowships. Colleges and universities receiving these funds include: Columbia University - $16,000, Pratt Institute - $8,000, Queens College, The City University of New York - $16,000, St. John's University - $16,000. New York State did not fare as well as it did in FY 1981, for in FY 1981 five institutions received $76,000. The amount of funds received in FY 1982 represents a 26.3 percent decrease.

"In New York State, 189 institutions received basic grants . . . totaling $158,760."

There was the continuation of the 1980 policy of no grants to institutions for institutes.

There has been no funding for institutes since FY 1979. Nevertheless, librarians and library educators believe that institutes have been of great value in assisting in the upgrading of librarians and information specialists in the areas of management, automation, and in the information technologies.

TITLE II-B LIBRARY RESEARCH AND DEMONSTRATION

Once again there was no money appropriated for grants under the library research and demonstration programs funded under HEA Title II-B. Basic research, which has had a great impact on the delivery of library and information services, formerly was undertaken as a result of this program. Librarians and educators look forward to the reactivation of this aspect of the program.

" . . . look forward to the reactivation of (the research and demonstration) aspect . . . . "

TITLE II-C RESEARCH LIBRARY GRANTS

There were three grants awarded under the HEA Title II-C program in FY 1982 which strengthened research library resources in the State. New York received a total of $455,034 in FY 1982 given to three institutions. This is a 59.1 percent decrease from FY 1981 when three institutions received $1,113,994.

The Library of the American Museum of Natural History, a major research resource in the field of natural and earth sciences and anthropology, is using its $125,929 grant to strengthen and facilitate access to its Photographic Collection, one of the world's preeminent scientific and historical photographic records. Activities will include cataloging the scientific and historical photographic collections of approximately 300,000 images that lack subject control and disseminating cataloging and subject information about them to the scientific community, historians, researchers, educators, and the general public.

The New York Botanical Garden Library project grant of $225,042 will support shared OCLC entry, cataloging, and retrospective conversion between the New York Botanical Garden and the Missouri Botanical Garden libraries. It will enable the libraries to enter into the OCLC data base full bibliographic records and locations for over 38,000 titles of plant science literature, emphasizing primarily important floristic studies, monographic treatments on plant families and genera, and other works on systematic botany and allied disciplines of essential bibliographic importance to the research community.

SUNY at Buffalo has a very unique Poetry Bibliographic Access Project which will have $104,063 to assist the University Libraries, State University of New York at Buffalo, in making its unique collection of research material on twentieth century English language poetry more easily accessible to researchers and scholars outside its normal clientele and to other libraries and research centers by contributing full bibliographic descriptions of the monographic holdings of the Poetry Collection to the national data base through OCLC and by facilitating the development of bibliographic tools for accessing the Collection's non-monographic resource materials through the creation of machine readable records, which can be manipulated for specific purposes and shared or exchanged with other institutions.

" . . . institutes have been of great value in . . . upgrading of librarians. . . . "

NEW YORK STATE'S SHARE OF HEA FUNDS

Funds granted to college and university libraries in New York State in FY 1982 decreased significantly. In FY 1982, New York institutions received grants under Title II Parts A, B, and C amounting to $669,794, a 53 percent decrease from FY 1981 when institutions in the State received grants totaling $1,425,194. On examination of the parts of this Title individually, there was a significant drop in funding. While institutions received basic grants for library resources under Title II-A, the amount of funding decreased by 32.5 percent in this category; by 26.3 percent in Title II-B fellowship funding, and 59.1 percent in Title II-C research library grants. There was no funding for research and demonstration.

INTERLIBRARY LOAN IN ARL LIBRARIES

Although technological development and cooperative arrangements are making interlibrary loan a more efficient operation, a number of questions remain about expanding request loads, as well as ILL financing and administration. Electronic communications and record keeping have eased ILL clerical burdens, and online bibliographic searching helps users discover many desired items. The proliferation of ILL activities, however, raises new questions concerning fees for services, cost recovery, and staffing.

In summer 1982 the Association of Research Libraries Committee on Interlibrary Loan surveyed members, ILL traffic and procedures with particular attention to charges for loans and changes which occurred since a similar survey was conducted in 1976-77. The response rate was 97 percent (110 of the 113 members).

INTERNAL POLICIES AND PROCEDURES. Some libraries are refining their ILL process, allowing libraries to handle an increasing number of transactions, and others are increasing budgets and staff. Neighboring libraries are negotiating direct borrowing agreements which reduce the ILL work load and are a convenience to users. The changed procedures may increase the work to record statistics and finances, however.

NETWORK AND CONSORTIA AGREEMENTS. Interlibrary agreements totaled 429, an average of 3.9 per ARL library, in the 1982 survey, and more of them now are multiple library arrangements and involve all types of libraries serving a variety of users. Cooperative collection development and resource sharing are becoming important parts of interlibrary agreements. Speedy communications techniques — Telex, electronic mail, and courier delivery — are included in agreements.

FEES AND SUBSIDIES. A continuing problem is the maze of fee schedules. Compared to 1976, more than twice as many libraries now charge for interlibrary loans. In 1976, two-thirds of the responding libraries received some subsidy assistance. In 1982, only half of the libraries reported subsidization of ILL activities. Some of them face the possibility of reduced subsidies in the future.

TRENDS AND ISSUES. New technology has provided a partial answer for some libraries and will help in the future, but other concerns will require attention. Special training will be needed in the specific new skills for using automation.

As viewed by survey respondents, the interlibrary loan future is a struggle to promote increased resource sharing in a climate that enforces concern with recovering expenses. With few prospects for increased subsidy assistance, research libraries have had to rely more on their own resources to fund interlibrary transactions. The variety of interlibrary agreements means more diversity in practices and procedures and potentially less likelihood of national coordination.

The full report on the 1982 ARL interlibrary loan survey is available in SPEC Kit #92 on Interlibrary Loan, which also contains 11 policy and procedure documents, 4 examples of user materials, and 7 documents on cooperative agreements and network services, plus a short bibliography. Individual kits may be purchased — prepaid only — for $15.00, with checks made payable to "ARL Office of Management Studies." Ordering address is: SPEC Center, ARL/OMS, 1527 New Hampshire Ave., N.W., Washington, D.C. 20036.

The New York State Library is a primary repository for publications pertaining to the history and development of New York State and would appreciate notification from librarians, authors and historical societies of publications available by purchase or gift. Correspondence should be directed to: Humanities Reference Service, New York State Library, Empire State Plaza, Albany, NY 12230

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